



**P.O. Box 369 • 21720 155th St. • Basehor, KS • 66007 • Phone: 913-724-8700 • Fax: 913-724-8756**

Greetings!

I would like to thank you for taking part in the upcoming National Softball Coaches Clinic. Here is some information that will be helpful to your representatives who will attend the clinic(s). Please make sure those individuals receive this information.

Where will the exhibits be set up? The exhibit area will be set up in the large foyer area outside the ballroom where the clinic takes place. This will provide the opportunity for exhibitors to be as close as possible to the coaches throughout the clinic. Following the Coaches Social Hour on Friday night, exhibitors may move their merchandise/displays inside the main ballroom where it will be locked up overnight. There will be no security for the exhibit area (foyer) overnight.

How will exhibit space be determined? All exhibitors will be assigned their booth space by the Clinic Director and tables will be identified for your representatives by 9 a.m. Friday. We have made arrangements for exhibitors to begin setting up their tables anytime after 9 a.m. Friday. Booth space will consist of one or two 6-foot conference tables. There is a limit of one company per booth.

Is electricity or other equipment available? If you have any special needs, such as electricity, etc., please make arrangements with the hotel staff. Each exhibitor is responsible for any fees associated with additional services or equipment provided by the hotel. Please plan on hanging banners, photos, etc. on the front of your table unless you have a display.

Where is dinner Friday evening? We will provide dinner for a maximum of 2 of your representatives Friday evening along with our speakers and staff. The Clinic Director will let all exhibitors know where the dinner will be held. The exhibit area will be secured *only* during the dinner break Friday so that your representatives may leave for dinner.

How late is the exhibit area open? The Coaches Social Hour will be held in the exhibit area Friday night until 11 p.m. and is an excellent opportunity for you to meet with the coaches. On Saturday, the exhibitor area will open at 7:30 a.m. and remain open through the lunch break. Most exhibitors pack up during or right after the lunch break.

Can exhibitors ask speakers to endorse or talk about their product? Please do not ask our speakers to endorse or talk about your products/services during their presentations. On the occasions that this has occurred in the past, we have received very negative feedback from our attendees. Each exhibitor has ample time to visit with the attendees to discuss and sell their products/services. Thank you in advance for not putting our speakers in a difficult position.

Also, please note that NSC is the official supplier of all JUGS equipment at all National Softball Coaches Clinics.

Thank you again for being a part of the National Softball Coaches Clinic and I want to wish you much success for the coming year. If you have any questions, please contact me.

Sincerely,

Mary Nutter

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