

EXHIBITOR'S FREQUENTLY ASKED QUESTIONS

When is the conference?

We hold our annual conference each year on the first Monday in November.

Where will the conference be held?

Our conference is held annually at a GISA Member School campus. Our member schools are located all across the state of Georgia.

Who attends the GISA Annual Conference?

The GISA Annual Conference is geared mostly toward **teachers**. However, most of our member schools close for the day and send the majority of their faculty including headmasters, administrators, teachers, coaches, development directors, etc.

How many people will be in attendance?

The year the conference is held in the metro-Atlanta area we typically anticipate about 1800-2000+ attendees. When it is held outside the Atlanta area, we anticipate about 1000-1500+ attendees.

How & when can I register?

Registration opens in the summer. Exhibitors will receive an Email notifying them that registration is open. You must register ONLINE at the GISA web site at www.gisaschools.org. Registrations are received on a first-come-first-served basis as space is available. Online registration will remain open until October 1st or until all available spaces are reserved.

When can we set-up and when are the exhibits open?

Exhibits can be set-up on Sunday afternoon or first thing Monday morning beginning at 7:00 am. Exhibits are open on Monday from 8:00 am until about 3:00 pm.

How much does it cost to exhibit?

Exhibitors can reserve one table for \$400 or two-tables for \$600. The tables are typically 6-foot conference-sized tables and chairs. **You are required to bring your own table covering.** The registration fee includes a box lunch for each exhibitor, as well as a current *GISA Member School Directory* that you will receive when you check-in. Your paid registration also lists your company and contact information on our web site for one year.

Is electricity available?

Yes, electricity is available on a limited basis and must be requested in advance, and will be provided on a first-come-first-served basis. An additional \$40.00 Service Fee is required for Electricity. **You are required to bring your own extension cord(s)** as your table may or may not be directly in front of an electrical outlet.

Is Internet service available?

We typically do not provide Internet service due to school network security policies. However, in most instances (depending on location) Wi-Fi **may** be available.

Who can I contact for more information or questions?

Please contact Robin Aylor via e-mail at robin@gisaschools.org or telephone 706-938-1400.

GEORGIA INDEPENDENT SCHOOL ASSOCIATION

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