

SHARE YOUR SUCCESS SHOWCASE

at the

KSBA WINTER SYMPOSIUM

December 5-6, 2014

Friday, December 5: 8:30 a.m.-5:00 p.m.

Saturday, December 6: 7:15 a.m.-12:00 p.m.

MARRIOTT EAST — LOUISVILLE

If you have an innovative and exemplary educational program or project currently in place in your school district, we invite you to be a part of this event! *(Limit one exhibit booth per district)*

An application form (including a Hold Harmless Agreement) and guideline information sheet are attached. Please note each exhibit must be staffed by district representatives.

To participate, please complete the application form and return to the KSBA office by November 7, 2014. Questions should be directed to Mary Davis at 800.372.2962, ext. 1203 or mary.davis@ksba.org.

Exhibit space is limited and will be assigned on a first-come, first-serve basis — so don't delay!

cc: All Superintendents (with attachments)
School Board Chairs (without attachments)
Superintendent's Administrative Assistant/Secretary (with attachments)

KSBA WINTER SYMPOSIUM
2014 Share Your Success Showcase Application Form
and Hold Harmless Agreement

INSTRUCTIONS: To apply for participation in the Share Your Success Showcase, please complete all information requested on this form, including the Hold Harmless Agreement printed at the bottom of this page and return to KSBA. Space is limited. Return this form as soon as possible to apply for exhibit space. All reservation forms must be received by November 7, 2014.

School District: _____

Contact Person: _____

Phone Number: _____ Fax Number _____

E-Mail Address: _____

Mail Address: _____

Title of Exhibit: _____

Description of program/project being exhibited: _____

Booth Personnel: (for name badges) _____

Do you need electricity? Yes No

Do you need internet access? Yes No

Hold Harmless Agreement

I, the undersigned, do hereby hold the Kentucky School Boards Association harmless of any theft, damage, and/or destruction of Our Share Your Success exhibit.

Superintendent _____

Date _____

RETURN TO:

KSBA Share Your Success Showcase
Attn: Mary Davis
260 Democrat Drive
Frankfort, KY 40601
800.372.2962, Ext. 1203 or Direct Number: 502.783.0056
502.783.1196 DIRECT FAX

2014 KSBA WINTER SYMPOSIUM
Share Your Success Showcase
Guidelines

To participate in the Share Your Success exhibit, please complete all information requested on the enclosed application form and return it to the KSBA office. The information provided on the form will be printed in the conference program.

As exhibit space is limited, this form should be returned to KSBA as soon as possible to ensure you an assigned space. All forms **must be received no later than November 7, 2014**. Exhibit space assignments are made in the order in which the forms are received.

Only one exhibit space will be allocated per school district. The exhibit should focus on a program or project that has not been exhibited in previous years.

Dates, Hours and Location - The Exhibits will be open to the attendees of the KSBA Winter Symposium on Friday, December 5, from 8:30 a.m. – 5:00 p.m., and Saturday, December 6, 7:15 a.m.-12:00 p.m., at the Marriott East in Louisville. School district representatives should host the exhibit during these hours.

Set Up and Dismantling - Your exhibit may be set up beginning at 7:00 a.m., Friday, December 5, and should be in place by 8:30 a.m. Booth dismantling will begin at 12:00 p.m., on Saturday, December 6.

KSBA will provide at no cost to the district the following for each exhibit space: (1) one draped table 2 1/2' wide x 6' long; (2) two chairs; (3) one 110 volt electrical single outlet (if needed); and (4) free internet access.

Please sign and return the enclosed Application Form and Hold Harmless Agreement no later than November 7, 2014 to apply for your space.

We Look Forward To Your Participation!