

# 2019 Southwest Forest Products Expo

The 2019 Southwest Forest Products Expo will be held August 23-24 in the 85,000 square foot Summit Arena and Exhibit Halls B, C, & D of the Hot Springs Convention Center in Hot Springs, Arkansas. Exhibitors will be given the opportunity Wednesday and Thursday, August 21-22 to set up their equipment and exhibitor booth displays. The Expo will officially open at 12:00 Noon, Friday, August 23. On Friday, a Welcome Reception for ATPA members, exhibitors and others will be held at 5:00 p.m. followed by an auction at 6:00 p.m. to benefit the ATPA scholarship fund. The Expo will officially close at 7:00 p.m. The Expo will open again at 8:00 a.m. on Saturday, August 24 and close at 3:00 p.m. Exhibitors will be able to break down their displays after 3:00 p.m. on Saturday. There will be a 10% material handling service fee charged for exhibit items left in the Convention Center after Monday, August 26, 2019. This year's Expo will be expanded to include outdoor exhibits and other activities.

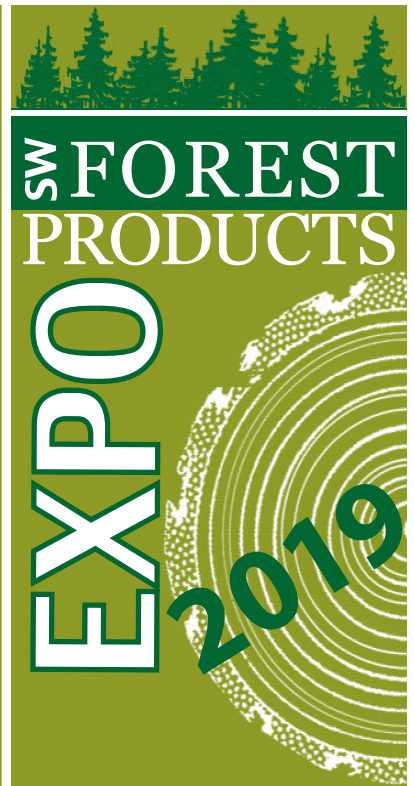
Reserve your exhibit space now by mailing the attached reservation form with your payment to the Arkansas Timber Producers Association (ATPA) or fax your reservation request to the ATPA office at (501)224- 9625 with payment by mail. You may also submit payment by credit card.

Reservations will be made on a first come-first serve basis. **Take advantage of Early Bird Registration and get a 10% discount on exhibit space cost. Early Bird Registration cutoff date is April 15, 2019. Exhibitors reserving more than one exhibit space before the Early Bird Registration cutoff date will get a 10% discount on the total cost of exhibit spaces. Exhibitors reserving more than one exhibit space after the Early Bird Registration cutoff date pay full cost for the first exhibit space with a 10% discount on the additional exhibit space or a 10% discount on the total cost of additional spaces reserved.**

In order to reserve an equipment exhibit space, a 50% deposit check must accompany the space reservation request or this deposit payment can be made by credit card. **The balance of the space cost is due no later than June 24, 2019. If a reserved exhibit space is canceled, the deposit amount less a 10% forfeiture fee will be refunded. If a 10'x10' exhibit space is requested, full payment is due at the time of the reservation request in order to guarantee the 10' x10' exhibit space.**

Exhibitors displaying equipment and/or setting up booth displays must maintain general or public liability insurance with a minimum \$2 million aggregate, and \$1 million per occurrence; auto liability in the amount of \$1 million CSL, and statutory workers' compensation insurance. Each exhibitor shall list the ATPA as an "Additional Insured" for general liability and auto liability and furnish proof of such to the ATPA no later than July 15, 2019.

Exhibitors will receive an Exhibitor Manual containing Expo guidelines, instructions and other information approximately 60 days prior to the Expo opening date.



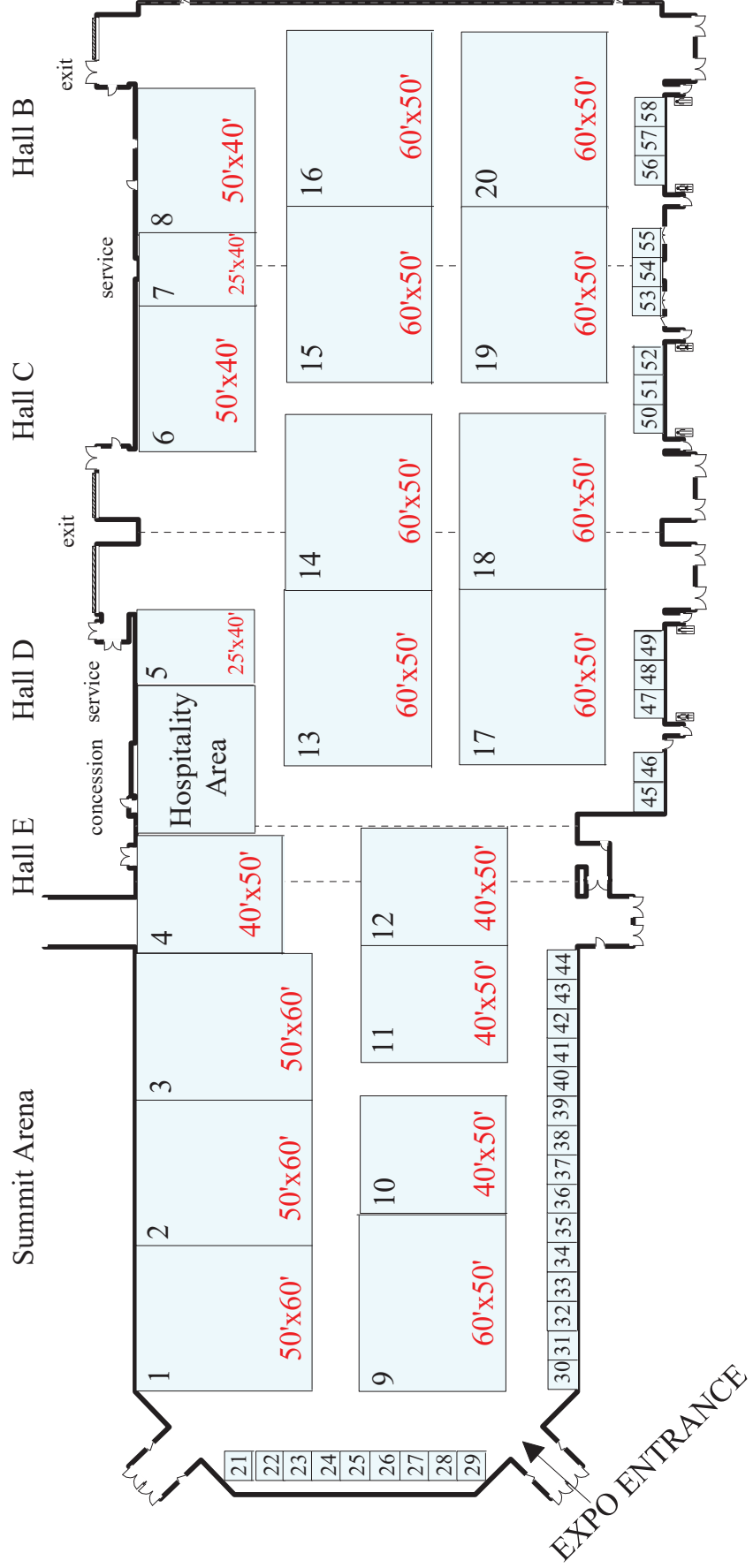
2311 Biscayne Drive  
Suite 206  
Little Rock, AR 72227

Phone:  
501-224-2232

Fax:  
501-224-9625



# 2019 Southwest Forest Products Expo Room Diagram



## EQUIPMENT AND VENDOR EXHIBIT SPACE RESERVATION FORM

Date: \_\_\_\_\_ Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact's Name \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Product to Be Displayed (briefly describe the type of equipment, products, or services and set-up support required):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_

Please Check Your Exhibit Space Below:

Equipment Exhibit Spaces:

Size:	# of Spaces	Cost Per Space	50% Deposit Amount	Exhibit Space#(s) Requested (See Floor Plan)
3000'	_____	\$3990	\$1995	_____
2000'	_____	\$2980	\$1490	_____
1000'	_____	\$2480	\$1240	_____

(Down payment of 50% required with initial reservation request for an equipment space. Balance due by June 24, 2019)

Booth Displays:

10'x10' \_\_\_\_\_ \$660.00 (Total amount due at time of space reservation)

Enclosed please find a check in the amount of \$\_\_\_\_\_ in payment for \_\_\_\_\_ Exhibit Space(s).

Make check payable to: Arkansas Timber Producers Association  
Mailing Address: 2311 Biscayne Drive, Suite 206  
Little Rock, AR 72227

Or, pay by credit card:

Credit Card Authorization Circle One: MasterCard Visa Discover American Express

Card Account #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_ (Please Print)

Cardholder billing address and zip code: \_\_\_\_\_ (Please Print)

Cardholder telephone #: \_\_\_\_\_ CVC (card validation code) #: \_\_\_\_\_

(For Visa or MasterCard, the number is located on the back of the card in the signature panel after the last 4-digits of the card number)