



The ALABAMA CHRISTIAN EDUCATION ASSOCIATION

2534 Decatur Highway
PO Box 559, Gardendale, AL 35071
(205) 631-3000 or (205) 631-3090 (Second Line and Fax)
Executive Director: *J. Robin Mears*

June 20, 2023

Dear Promotions Department:

We are excited to announce that our Alabama Christian Educators' Convention will be at the Calvary Baptist Church/Academy located at 126 Douglass Road, NW, Huntsville, AL, September 20-22, 2023.

We want to invite you to be a part of this exciting event. Please know that we do not take your support for granted.

Exhibit set-up time begins at 1:00 p.m. on Wednesday, September 20, 2023, and concludes at 3:30 p.m. Late set-up will be at 7:00 a.m. Thursday morning. As we always do in Alabama, the convention program is designed so that exhibitors have ample time to display their products, and we keep a large group of delegates free to visit exhibits. If you have attended our convention, you know that we value our exhibitor's participation and strongly encourage our delegates to visit the exhibitors.

Mark your calendars and plan to attend. Alabama has an excellent group of pastors, administrators, and teachers that will be attending our convention. On average we have 200 to 230 in attendance.

An exhibitor registration, program ad form and general guidelines are included in this mailing. We urge you to participate in this opportunity.

Once our office receives your registration form and payment, you will receive confirmation of your registration from our office. If you have any questions regarding the 2023 ACEA Christian Educator's Convention, please contact our office at your earliest convenience.

Sincerely,

J. Robin Mears
Executive Director
Alabama Christian Education Association

“Working Together to Better Serve”



Alabama Christian Educators' Convention

September 20-22, 2023

Calvary Baptist Church and Academy
126 Douglass Road ♦ NW ♦ Huntsville ♦ AL ♦ 35806

Exhibitor Registration and Ad Form

Organization/Company:		
Street Address:		
City:	State:	Zip:
Mailing Address:		
Phone Number:	Fax Number:	
Web Site:		
Contact Person:	Email:	
Name of Representative(s) in Booth:		
Email for Representative:		
Description of materials to be exhibited:		

EXHIBIT BOOTH: All tables are six feet in length.

	1 BOOTHS	2 BOOTHS	3 BOOTHS
Received on or before Monday, July 31, 2023	\$350 <input type="radio"/>	\$650 <input type="radio"/>	\$900 <input type="radio"/>
Received August 1 or after	\$450 <input type="radio"/>	\$750 <input type="radio"/>	\$1000 <input type="radio"/>

Check if needed: Electricity Bring an extension cord and power strip. Extra table (non-covered - to be placed behind covered table) Extra charge of \$15.00 per extra table.

My exhibit space does not require an exhibit table My exhibit space does not require a table covering

DISPLAY AD: The cost of a display ad in the ACEA Christian Educators' Convention *Program Book* is listed below.

- Full Page (B & W, no bleed, 8 ½" x 11") \$300.00
- Inside Front Cover (B & W, with bleed, 8 ½" x 11") \$550.00
- Inside Back Cover (B & W, with bleed, 8 ½" x 11") \$550.00
- Back Cover (Color with bleed, 8 ½" x 11") \$750.00

PLEASE NOTE: Ad copy must be a trouble-free PDF. Ad sizes listed above are program trim sizes. Please include 1/8" bleed for all covers and 1/2" margin on all inside page ads. Email ad to acea2000@bellsouth.net.

Thursday Lunch: _____ x \$20 = \$ _____

Amount due \$ _____ Payment for exhibit space, ad and lunch (if ordered) must accompany this reservation form. No reservation is confirmed until payment is received. Exhibitor/ad/lunch reservation fees are non-refundable.

Authorized by _____ Date _____

Please send a copy of this form with your payment to the following address:
ACEA Office ♦ PO Box 559 ♦ Gardendale, AL 35071

Alabama Christian Education Association Convention Exhibitors' Guidelines

- 1) No smoking in the convention center or on the convention property.
- 2) The ACEA convention staff has the right to request any materials that may be anti-Christian or offensive in any way to be taken off display.
- 3) The ACEA asked that short dresses or low cut blouses not be worn by our lady exhibitors during exhibit times.
- 4) **Exhibit setup:** The exhibit area will be open from 1:00 p.m. until 3:30 p.m. on Wednesday, September 20, 2023, for exhibitor set up. For late arrivals you may set up at 7:00 a.m. on Thursday, September 21.
- 5) **Electricity:** If your exhibit needs electricity be sure to mark the request on the registration form. You will need to supply an extension cord and power strip.
- 6) **Dismantling:** Exhibitors are responsible for packing and shipping all materials prior to departure. Displays may be dismantled anytime after 12 noon on Friday, September 22, 2023.
- 7) **Drawings for gift/give-a-ways:** If your company/organization has drawings for a gift/give-a-ways, choose two names (one-winner and one-runner-up in the event the winner is not present). ACEA request that the winner be present to accept the gift/give-a-way. Gifts/give-a-ways will be presented to the winners during the closing general assembly by Mr. Mears or his designee. Give the gift/give-a-ways and names to Donna Doss at the registration table before the closing assembly.
- 8) ACEA and Calvary Baptist Church and Academy are **not** responsible for items or equipment left in the exhibit hall or in any exhibit area.

Exhibitor Set-up

Wednesday, September 20, 2023 - 1:00 p.m. to 3:30 p.m.
or 7:00 a.m. Thursday, September 21, 2023

Address of Convention site

Calvary Baptist Church and Academy
126 Douglass Road ♦ NW ♦ Huntsville ♦ AL ♦ 35806

Contact Information for the ACEA Office

PO Box 559
Gardendale, AL 35071
205-631-3000
205-631-3090 – Fax
acea2000@bellsouth.net
www.alabamachristianed.com