

## Exhibit Support Information

### Cancellation/Refund

Your exhibit fee is refundable if we receive notice of your cancellation on or before February 1, 2010. We will not be able to refund fees if cancellation is received after this date.

### Exhibitor Eligibility

The Florida Literacy Coalition, Inc. reserves the right to determine the eligibility of any company for inclusion in the conference and reserves the right to reject, affect or prohibit any exhibit in whole or in part, or any exhibitor or his/her representative. No refund will be made as a result of the removal.

### Exhibitor Liability

The exhibitor agrees to make no claim for any reason against the Florida Literacy Coalition, Inc. and any contractors for loss, theft, damage or destruction of goods, nor for any damage to his/her business by reason of the exhibit; nor for any injury to him/herself or employees; nor for any action of any nature of the conference or its members, offices, committees, agents, or employees.

### Freight

For storage and shipping of freight, please contact the hotel at 1-866-565-5089. The hotel requires all shipments be made directly to the hotel. All shipments are to include the event name and date, the exhibitor name. No shipments are to arrive earlier than one week prior to the event due to limited storage space.

Please ship to:  
South Seas Island Resort  
ATTN: Florida Literacy Coalition  
Hold for: exhibitor name  
5400 Plantation Road  
Captive, Florida 33924

### Set-up and Dismantling

The exhibitor agrees to be set-up prior to visitation hours. The exhibitor may not dismantle the exhibit prior to the listed times.

### Electric & Additional Needs

For electricity, phone, computer and additional A/V needs at your table, please contact Kari Doro, AmeriCorps VISTA, Florida Literacy Coalition, (407) 246-7110 x208 or at [dorok@floridaliteracy.org](mailto:dorok@floridaliteracy.org)

### Exhibitor Times

Exhibitor Set-up: Tuesday, May 4, 3:00pm-5:30pm / Wednesday, May 5, 7:00am-8:30am  
Visitation: Wednesday, May 5, 8:30am-6:00pm/ Thursday, May 6, 8:00am-3:30pm  
Exhibitor Take-down: Thursday, May 6, 3:30pm – 4:30pm

\$350 fee per table entitles you to the following:

- 1) Conference admission including Opening Reception for up to (2) company representatives.
- 2) One 6' or 8' table, two chairs and one standard outlet within an 8' long area.

As always, exhibit space will be limited. On a space availability basis, exhibitors will be able to purchase a second table for \$150. A timely request will increase the possibility of purchasing an additional table. We will do our best to accommodate as many exhibitors as possible.

Exhibits will be located in the main foyer along with registration. **(see enclosed map.)** This room will be locked after exhibit hours. Please be advised there will be no additional security provided.

#### Conference Exhibit Contact

Kari Doro  
Florida Literacy Coalition, Inc.  
(407) 246-7110 x208 (direct)  
[dorok@floridaliteracy.org](mailto:dorok@floridaliteracy.org)

934 North Magnolia Ave, Suite 104  
Orlando, FL 32803  
Fax: 1-407-246-7104

#### The South Seas Island Resort Contact

Kathryn Oleksak  
Senior Conference Service Manager  
(239) 472-7551 (direct)  
[koleksak@luxuryresorts.com](mailto:koleksak@luxuryresorts.com)

5400 Plantation Road  
Captive, Florida 33924  
Fax: 1-239-472-7533