



December 14, 2017

Dear Resource Vendor:

On behalf of the Leaders in Life Youth Conference, we would like to invite your agency/organization to participate as an exhibitor at the 2018 event's Resource Fair.

The 2018 Leaders in Life Youth Conference will be held on Thursday, March 15, 2018 at the Rabobank Convention Center. This Conference is designed for middle and high school students, with many youths involved in organizing the event. In addition to outstanding special presentations and topical workshops, organizations and agencies will have the opportunity to participate with interactive exhibits featuring career and educational opportunities as well as community resources that support Kern County youth and families. Your agency/organization represents an area of interest identified by the youth on the conference planning committee.

Your agency/organization is strongly encouraged to bring an interactive or visually interesting display that will engage young people in grades 6-12. These students represent diverse backgrounds and have a variety of interests, and they want to know what is out there for them in their community as well as the possibilities for the future. We hope you will join us to receive the benefit of interacting with Kern County's youth and become a part of a community-wide movement to meet their needs and challenges in Kern County.

The Resource Fair will run from 10:25 a.m. to 1:00 p.m. Attached, you will find a Resource Fair application form and contract. Exhibitor booths may go quickly and applications will be accepted on a first come, first served basis. **We will only allow one booth per agency/organization.** Fax, email, or mail your **application** as soon as possible to reserve your space. A confirmation email/letter will be sent to you once your application and contract is received and approved (subject to availability). **The application deadline is February 23, 2018.** There is no cost for a booth, unless you need electricity.

Upon receiving your application and contract, you will be contacted to confirm your booth space.

Thank you for your consideration, we look forward to your participation. If you have any questions, please call Leticia Limon at (661) 852-5660.

Sincerely,

Leticia Limon

Leticia Limon
Resource Fair Advisor



RESOURCE FAIR APPLICATION

EVENT DATE: March 15, 2018

**APPLICATION DEADLINE:
February 23, 2018**

Organization/Agency Name: _____
Contact Person: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____
Fax: _____
e-mail Address: _____
Description of Exhibit Materials and/or Activities: _____

Only one booth allowed per organization/agency. (Booths can be shared with other organizations/agencies.) All booth spaces are approximately 8' x 10'. Booth space comes with one 8' x 30" table and table skirting and two chairs. Lunch will be provided for exhibitors (two lunches per organization/agency) Please check the appropriate boxes below.

Will you need lunches? (Maximum of two lunches per booth)

Yes, I will need lunches.

No, we will not need lunches.

****BOOTHS PROVIDED AT NO CHARGE TO EXHIBITOR. THE FOLLOWING ITEM REQUIRES A FEE****

Will you need electrical (120V)? **Fee: \$10.00 for electrical access.** (You must supply your own extension cords and/or power strips.)

Yes, I will need electrical access

No, I will not need electrical access

Please make check payable to: Kern County Superintendent of Schools. Please note in the memo area c/o Leaders in Life Youth Conference and send with completed application and contract.

Send completed application and contract to:

**Kern County Superintendent of Schools Office
Attn: School-Community Partnerships Department
1300 17th Street – Blanton SCP
Bakersfield, CA 93301-4533
Or fax completed application to 661-852-5694**

Upon receiving application, contract and check (if required), you will be contacted to confirm your booth space.



2018 LEADERS IN LIFE YOUTH CONFERENCE

Thursday, March 15, 2018

RABOBANK CONVENTION CENTER

BAKERSFIELD, CALIFORNIA

**CONTRACT TO EXHIBIT AT THE
2018 LEADERS IN LIFE YOUTH CONFERENCE**

1. Setup and Teardown Rules. All booths must be ready for final inspection by 10:00 a.m. on Thursday, March 15, 2018. Setup hours will be from 7:00 a.m. to 10:00 a.m. on the day of the conference. Companies or exhibitors *must* begin to remove their booth displays by 1:00 p.m. on Thursday, March 15, 2018, and all exhibitors *must* clear the exhibit hall no later than 2:00 p.m., Thursday, March 15, 2018, returning the exhibit area to its original condition, or a charge may be assessed to the exhibitor.

Exhibit Hours: Thursday, March 15, 2018 - 10:25 a.m. to 1:00 p.m.

Exhibit Setup: Thursday, March 15, 2018 - 7:00 a.m. to 10:00 a.m.

Exhibit Teardown: Thursday, March 15, 2018 – 1:00 p.m. to 2:00 p.m.

2. Number of Exhibit Representatives. Each exhibitor is permitted to have two (2) representatives per exhibit space at any given time. Two generic nametags will be given to each exhibitor, and booth representatives must wear these tags while in the booth or the convention area.

3. Right to Change Booth Assignments or to Refuse Service. The Kern County Superintendent of Schools c/o Leaders in Life Youth Conference reserves the right to change booth assignments as needed. Further, KCSOS reserves the right to revoke or deny exhibit privileges to any person or company who refuses to comply with the terms and the conditions of the Exhibitor Contract, or for any other reason deemed by KCSOS, necessary to eliminate exhibitor conduct which, in KCSOS's discretion, may interfere with the Conference.

4. All Booths Requiring Electricity Must be Paid in Full. As stated in the Resource Fair Application form you received from KCSOS c/o Leaders in Life Youth Conference, there is no charge for booths, but there is an **additional fee of \$10.00 for electricity**, if requested. **Extension cords and/or power strips *must* be provided by the vendor.**

5. Independent Contractor. Vendor, its officers, agents and employees, shall be an independent contractor and not an employee or agent of the Kern County Superintendent of Schools, the Marriott Bakersfield or the Rabobank Convention Center, in any manner whatsoever.

6. Indemnification Clause. The vendor assumes the entire responsibility and liability for losses, damages, and claims arising out of injury to vendor's personal property or personnel, or injury or damage to exhibitor's displays, equipment, and other property brought upon the premises of Marriott Bakersfield or the Rabobank Convention Center and shall indemnify and hold harmless the agents, servants, and employees of the Kern County Superintendent of Schools, and servants and employees of the Marriott Bakersfield and the Rabobank Convention Center, from any and all losses, damages and claims incurred by any person or property as a result of the use of the premises by vendor, its agents, officers and employees, in connection with this event, but only to the extent that such losses damages and/or claims are caused by the acts and/or omissions of the vendor, its agents, officers or employees.

On behalf of my company, and its agents, servants and employees who participate in the 2018 Leaders in Life Youth Conference, I agree to abide by the terms of the above contract and agree to adhere to all of its provisions. My signature below indicates that I have the necessary authority to bind my company to the above provisions.

COMPANY/ORGANIZATION NAME

DATE

AUTHORIZED SIGNATURE

PRINTED NAME

TO BE COMPLETED BY LEADERS IN LIFE PLANNING COMMITTEE

LEADERS IN LIFE PLANNING COMMITTEE

DATE

AUTHORIZED SIGNATURE

PRINTED NAME