



MAEOE

Maryland Association for Environmental and Outdoor Education

27th Annual MAEOE Environmental Education Conference

Fulfilling Environmental Education's Promise:

Authentic Learning
and Real World Impact



February 9 -12, 2012

Clarion Resort Fontainebleau - Ocean City, Maryland

Exhibitor Registration

Invitation to Exhibit

The annual MAEOE Conference is the largest state environmental education conference in the nation and the only conference of its kind in the State of Maryland. This is a perfect opportunity to showcase your products and services to key industry professionals. Exhibitors of environmental/outdoor education and/or environmentally themed products and resources are invited and encouraged to participate. This conference has historically attracted over 500+ attendees. Participants include formal and non-formal educators, government agency representatives, and education administrators.

The MAEOE Conference exhibits have become a popular and rewarding tradition for both attendees and exhibitors. A special "Exhibit Activity" is planned for Friday, February 10th to encourage all participants to visit each booth. In the past several years, booth space has become competitive due to a high percentage of exhibitors returning, so early registration is an advantage.

Exhibit Dates and Hours

Set-Up	Friday, February 10, 2012	9am - 5pm
Exhibit Hall SNEAK PEEK	Friday, February 10, 2012	5pm - 6pm
Exhibit Hall Social	Friday, February 10, 2012	8pm -10pm
Exhibit Hall Open	Saturday, February 11, 2012	7:30am – 6:00pm
Tear-Down	Saturday, February 11, 2012	6pm

Consider purchasing a sponsorship to increase visibility and make an impression within the environmental/outdoor education community.

EXHIBITORS

Receive one (1) Tabletop Exhibit, and one (1) Full Conference Registration (Includes Friday social, Saturday sessions, and Saturday lunch). Additional personnel must register separately and pay full registration fee. (Note: Exhibit space is limited and subject to availability). Wi-Fi is available within the Exhibit Hall.

Bonus - Reserve your space early to take advantage of registration savings!

EXHIBITOR FEES

	Exhibitor Fees*	
	Non-profit	For-profit
Register by Jan. 4	\$200	\$300
Register by Jan. 15	\$225	\$325
Register after Jan. 15	\$250	\$350

***Fee does not include electricity, Wi-Fi, etc. If your booth requires special services, there will be an additional charge to be paid directly to the hotel. Complete and submit an Exhibitor Service Order Form.**

EXHIBITOR APPLICATION AND REGISTRATION

Exhibitors must register through the online registration process at www.maeoe.org

HOTEL RESERVATIONS

A block of rooms has been reserved for the conference at a special rate. Hotel reservations should be made directly with the hotel; do not use the on-line reservation system. Please be sure to identify yourself as a "2012 MAEOE Conference" participant to obtain this special rate.

Clarion Resort Fountainebleau Hotel

10100 Coastal Highway

Ocean City, MD 21842

410-524-3535, or toll free 800-638-2100

HOTEL RATES

Double/Double	\$93
Executive King	\$113
Studio King	\$123
Cabana	\$143

Rooms will be held at this rate until January 9, 2012 at 5:00 p.m. (EST). You must call to make room reservations. Do not use the online system.

ASSIGNMENT OF SPACE

Approximately 40 booths will be available in the exhibit area and they will be assigned on a first-come, first-served basis based on date of registration.

MISCELLANEOUS USE OF SPACE

Reassignment, subletting or sharing any part of allotted booth (or room) space is prohibited. The Exhibits Chair reserves the right to transfer booth locations in order to achieve a more uniform distribution of space. Volatile liquids, gases, or combustible substances may **NOT** be present. All of the rules and regulations mentioned are to be construed as a part of the space rental contract. The Exhibits Chair reserves the right to interpret them, as well as make final decisions on points these rules do not cover.

SECURITY

The main exhibit area will be locked during non-conference times. For your own security, the conference recommends that exhibitors keep an attendant in their booth(s) during the hours the exhibits are open and remove valuable equipment when the exhibits are closed.

REFUNDS/CANCELLATIONS

Exhibit space assigned and confirmed may be cancelled without penalty through January 4, 2012. Exhibit space cancelled after January 4 and until January 31, 2012, will be subject to a 25% cancellation fee. After that, no refunds will be made. If the conference is cancelled by the sponsor, all deposits and payments will be refunded.

QUESTIONS

Direct all questions regarding exhibitor registration for the 2012 MAEOE Conference to:

Sheila Welton
conference@maeoe.org

Exhibitors should register by January 4, 2012 in order to have their contact information printed in the conference program.

LIMITED EXHIBITOR SPACE

Please register online at www.maeoe.org

Exhibit space is not confirmed until online registration is received.

No registrations will be taken after February 3, 2012.