



**74th Kansas Turf & Landscape
Conference & Trade Show
December 4 & 5, 2024 (Manhattan, KS)**



Facilities

The **Hilton Garden Inn** is a great facility located in downtown Manhattan, KS (410 S. 3rd St.).

Booth space/Sponsorship

Eagle Sponsor - \$1,500

- ▶ Lunch sponsor on Thurs., Dec. 5, Company sign by buffet line.
- ▶ Able to select your booth space location.
- ▶ 3-min. presentation in General Session about your company.
- ▶ Company logo on sponsor sign in registration area.*

Birdie Sponsor - \$1,000

- ▶ Break sponsor; company logo at break location
- ▶ One booth space.
- ▶ Company logo on sponsor sign in registration area.*

Booth Space - \$500

*Send company logo to cdipman@ksu.edu by **November 4** in order to have signage made.

Items included for each exhibitor

Table (6' long/24" wide) 2 chairs Sign
Conference registration & Thursday lunch for 2
representatives.

Conference Rental Company

If you need draping, carpeting, etc. for your booth, please fill out the attached *Helgerson Rental Order Form* and return to them.

Electrical Hook-Up

Please check the electricity box (\$10.00) on the exhibitor form if you need electricity.

Trade Show Hours

Wednesday, December 4

7:00 a.m. Set up booths (*or after 4:30pm on Dec. 3*)
8:30 a.m. to 5:30 p.m. Trade show open
3:30 - 5:30 p.m. Visit Vendors; Free Refreshments

Thursday, December 5

8:00 a.m. - 3:30 p.m. Trade Show open
12:00 p.m. - 1:30 p.m. Buffet lunch
3:30 p.m. Remove exhibits

Headquarters Hotel

Hilton Garden Inn (410 S. 3rd St., Manhattan.). Room rate: \$115. Reservations can be made online by November 1 at

<https://www.hilton.com/en/attend-my-event/mangigi-91h-574acddd-ebde-4956-b95e-f2aefe292a54/>

OR, call the hotel directly at (785) 532-9116 (please mention you are part of KS Turfgrass Assn. Group code 91H)

How to Be an Exhibitor

Fill out the attached **Exhibit Space Request Form** and return with payment by **November 4, 2024**.

OR

Register online at

<https://2024vendorregistration.eventbrite.com>

Fee is refundable upon notice of cancellation prior to November 11. Exhibitor packets can be picked up at the registration table.

QUESTIONS?

Contact Christy Dipman at (785) 532-6173
cdipman@ksu.edu

You will receive a copy of the conference program soon. We hope you will be able to be a part of the show!