

Georgia Association of Housing and Redevelopment Authorities
(GAHRA) 2010

GAHRA's Maintenance Committee is sponsoring a three-day "hands on" workshop, designed to give maintenance professionals of Public Housing Authorities an opportunity to have training in specialized areas of the maintenance industry. This is the thirteenth workshop for Georgia's Public Housing Maintenance employees. Last year we were very successful in this endeavor. We had authorities from Georgia, South Carolina, Alabama and Florida represented by approximately 250 registered attendances.

Materials, supplies, tools, contractors and consultants are a very important part of the maintenance operation of every Public Housing Authority. Therefore, we would like to give every representative vendor of this nature an opportunity to meet with these Maintenance Professionals and display their products.

This year the Summer Learning Experience will be held at The University of Georgia's Continuing Education Conference Center and Hotel, on Tuesday, July 20st, Wednesday, July 21nd and Thursday, July 22rd, 2010.

Due to the many requests for registration information, we feel this will be a very popular event for vendors. To accommodate the expected rush of vendors, and the limited size of the exhibit area, we will be registering on a "First Come, First Serve" basis. To facilitate this registration process we are currently offering an "Early Bird" registration. Also there are opportunities for your company or business to sponsor such things as receptions, meals, or breaks. This would be an outstanding additional opportunity for your company or business to spotlight your products and services.

There will be a prize drawing during one evening of the event, if you would like to donate a door prize please check the block on your registration form.

If you are interested in registering and would like to reserve a booth at the Summer Learning Experience, please fill out the attached form. If you have any questions or would like more information please feel free to contact **Joe Wisniewski** at 706-724-6119 (email jwisniewski@augustapha.org), **Steve Bennett** at 229-776-7621 (email sbennett@shauthority.com) or **Pam McNair** at The Continuing Education Conference Center and Hotel at 706-542-1740 (email pam.mcnaire@georgiacenter.uga.edu).

Thank you in advance for your support of GAHRA.

Sincerely,

Steve Bennett
Co-Chair
GAHRA Exhibitors Committee



THE GEORGIA CENTER

THE UNIVERSITY OF GEORGIA'S CONFERENCE CENTER & HOTEL

April 19, 2010

Dear Exhibitor:

You are invited to exhibit at the “**Georgia Housing Authority**” conference to be held “**July 20-22, 2010**” at the University of Georgia Center for Continuing Education Conference Center and Hotel.

For your reference, additional exhibit information and a registration form are included with this invitation.

Following are items of note to assist you in your planning:

- Complete and send your **application and payment** to the address listed on the registration form.
- Postmark deadline for early bird registration (discounted registration) is “**Friday, June 18, 2010**”.
- Postmark deadline for late registration is “**Friday, July 9, 2010**”. After this date, please call to check on availability of exhibit spaces.
- **Prepayment is required for space to be held.** You will receive confirmation, along with directions to the Georgia Center, upon receipt of payment.
- Exhibits may be set up on “**Monday, July 19, 2010 from Noon – 8:00 p.m.**”.
- Representatives may pick up their name tag(s) at the Conference Registration Desk between the hours of “**7:30 a.m. – 8:30 a.m. on Tuesday, July 20, 2010.**”
- Please plan to dismantle your exhibit by “**6:00 p.m. on Thursday, July 22, 2010**”. Conference sessions end at “**5:00 p.m.**”.
- If you require housing, call 706.542.2134 or 1.800.884.1381 to make a reservation at the Georgia Center Hotel. If rooms are not available at the Georgia Center, see the following page for alternate hotel information.
- Questions? Please visit: <http://www.georgiacenter.uga.edu/conferences/conferences.phtml>

We hope you will join us for this event. For more information, please call me at 706.542.1740

Cordially,

Pam McNair

Pam McNair
Exhibit Coordinator
Phone: 706.542.1740
FAX: 706.542.3452
E-mail: Pam.Mcnair@georgiacenter.uga.edu

**The University of Georgia
Center for Continuing Education
Conference Center and Hotel**

Exhibitor Information

Display Table Amenities:

5' x 8' display space - **\$250 early bird or \$275 late registration**

All display tables include the following amenities: one 3' x 6' draped and skirted table - Note: display tables are two 18" x 6' tables set side by side to make a 3' x 6' table surface; 2 chairs; 1 tent sign on the top of the table; and one nametag per paid representative

Guidelines:

All exhibits and displays must be directly related to and supportive of the conference and appropriate to the overall mission of the Georgia Center. The Georgia Center reserves the right to refuse space to any organization or activity deemed inappropriate for the conference or the Georgia Center.

Any activity involving an open flame or heat is prohibited. The Georgia Center follows the State of Georgia statutes (GA Code Section 16-11-127.1) which prohibits the possession of weapons (including: firearms whether operable or inoperable, swords, knives with blades over 2 inches in length, etc...) on University property."

Organizations may advertise and sell products or services in the exhibit/display area to participants attending the host event.

Unloading your exhibit:

Please unload your exhibit at the Georgia Center's Lumpkin Street entrance which faces the South Campus Parking Deck. Use of the Hotel Guest Services entrance circle for exhibit loading/unloading is not allowed.

Refunds:

A full rate refund will be given if cancellation is received more than 5 business days before the conference. A 15% administrative fee will be assessed for cancellations within 5 business days of the conference.

Payment by credit card:

Credit card payments are preferred and will expedite the official registration process to reserve your space and requested resources.

Payment by check:

The check must be received before your registration and reservation for these services can be accepted.

Receiving, Storage & Shipping:

The Georgia Center does not have permanent reserved, secure space for storing exhibits and displays. Representatives should plan to bring all items with them. If it is necessary to ship items to the Georgia Center, please ship at such a date that items arrive no earlier than one business day (Monday – Friday) prior to the event. If Return Shipping is necessary, representatives must sufficiently arrange these details so that items can be picked up from the Georgia Center as soon as feasible upon conclusion of the event. The Georgia Center assumes no liability for items and materials that are lost or damaged while at the Georgia Center.

Directions:

Directions for the Georgia Center for Continuing Education are available online at <http://www.georgiacenter.uga.edu/sections/directions.phtml>.

Parking:

The University of Georgia Parking Services coordinates all parking on campus. You may be ticketed or towed if you park illegally. The Georgia Center is not responsible for any ticketing or towing charges assessed. For more information, contact UGA Parking Services at 706.542.7275 or the Georgia Center Hotel Desk at 706.548.1311.

THE GEORGIA CENTER

**THE UNIVERSITY OF GEORGIA'S
CONFERENCE CENTER AND HOTEL**

**GA Association of Housing & Redevelopment Authority
July 20-22, 2010**

CONTACT INFORMATION (Please print or type)

Name of Attending Representative: _____

Name of Organization _____

Representative's Mailing Address: _____

Phone: Office _____ Cell: _____

E-mail Address _____

1. Additional Representative's Name & Mailing Address: _____

2. Additional Representative's Name & Mailing Address: _____

EXHIBITOR FEE:

Item	Quantity	Early Bird Registration (June 18, 2010)	Late Bird Registration (July 9, 2010)	Total
5x8 Exhibit Space		\$250	\$275	
Outdoor Exhibit Space		\$275	\$310	
110V/60Hz Electricity		\$30 per day per space	\$30 per day per space	
Additional Representatives**		\$25.00	\$25	
Door Prize Donation		YES _____	NO _____	
Will you be requiring free wireless internet? If yes an account will be provided for you and given to you at registration.		YES _____	NO _____	
Total Due:				

Method of Payment to reserve your exhibit/display space (checks are payable to UGA):

___ Check ___ MasterCard ___ Visa ___ American Express ___ Discover

Card Number _____ Expiration Date _____

Name on card _____

The FEI number for the Georgia Center is 58-6001998.

Return form to:

**GAHRA Summer Workshop (70619)
Exhibitor/Display Registration
Georgia Center for Continuing Education
1197 S. Lumpkin Street
Athens GA 30602-3603
Fax: 706.542.6596 or 1.800.884.1419**