



Thank you for your interest in The WPPC's seminar. Our patrons appreciate the opportunity to purchase goods and services and receive important information that is connected to natural landscaping. If you are interested in a vendor table at our seminar, please review the rules below. If you agree to our terms, please call **Jeanine at 815-342-5146** to arrange for a table.

## Vendor Rules

1. Purpose: Vendors must provide information or purvey goods and services complimentary to our mission. This determination is made by the seminar committee.
2. Vendors must reserve a table in advance.  
Call **Jeanine at 815-342-5146** to reserve a table.
3. One table per vendor. Tables are offered on a first come, first served basis.
4. Cost: \$30 per table includes seminar registration for one individual, which includes lunch. Additional staff must pay the requisite fee, should they choose to attend the seminar.
5. Lunch only: If you have additional staff that chooses not to attend the seminar, they may register for lunch only for \$12.
6. Vendors must be present throughout the day (i.e., you may not set up in the morning and leave the event).
7. Conference Center doors will open at 7am. Please tidy your area and depart the conference center by 4pm. Please do not leave any flyers or other items for us to dispose of.
8. Upon arrival, please check in with our Director of Exhibits, Jim Keenan.
9. It is very important to us to keep our program on time and always be respectful to our presenters. We do not want patrons entering or leaving the conference center during presentations. Consequently, it is important that our patrons return to the conference center promptly when we announce the end of break. It is for this reason we ask that you finish any transaction in process and cease selling or communicating to our patrons when the "5 minute warning" is given.