

**Ohio Art Education Association
2025 OAEA CONFERENCE
VENDOR RESERVATION FORM
and PAYMENT
Due by August 29th, 2025**



The OAEA 2025 Conference will be held at **Hyatt Regency** in Columbus, Ohio on **November 13-14, 2025. We have a variety of packages to suit any vendor.** All agreements must be paid in full with the submission of the agreement. Exhibit spaces are available on a first-come, first-served basis. **ALL** balances are due by **August 29th, 2025. Agreement:** Exhibiting Company agrees to abide by the 2025 Exhibit Rules and Regulations, made a part of this agreement by reference and available to

view at <https://www.ohioarted.com>.

Please select the vendor package that best suits your needs.

Exhibit Package Requested:

- | | | |
|------------|--------|--------------------|
| • Platinum | \$2000 | Non-Profit: \$1000 |
| • Gold | \$1225 | Non-Profit: \$ 615 |
| • Silver | \$ 775 | Non-Profit: \$ 385 |
| • Bronze | \$ 475 | Non-Profit: \$ 240 |

Selected Exhibit Space Rate: \$

Amount Paid \$

Amount Due \$

Indicate if you need electricity provided by Hyatt Regency: Y / N

Indicate if you intend to;

Interested in a workshop: Y / N Intent Deadline: May 1st, 2025

*****Workshop Proposal Deadline: Aug 8th, 2025**

Advertise in Conference Booklet: Y / N

Advertise in ARTline Magazine: Y / N

Representative Name / Title:

Company:

Street:

City/State/Zip:

Phone :

Cell Phone:

E-mail:

Website:

Accounts Payable Email:

Additional Representative Names / Titles attending the conference:

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Signature:

Title: _____ **Date** / /2025

Method of Payment

- **Credit card payments may be made**

Please include your information below.

Name as it appears on the card:

Card number:_____

Expiration date:_____ SEC Code:_____

- **Make Checks Payable to OAEA - Ohio Art Education Association**
- Forms must be sent in hard copy or electronically to Valerie Fraizer
- Payments (checks only) should be sent to:

Valerie Fraizer, OAEA Marketing Chair 654 Harding Way West, Galion, OH 44833
phone (419) 961-8783 email: marketing@ohioarted.com

If electricity or technology is needed, we'll assist you. Please see the Hyatt Regency Columbus Utility form that we will make available.

OAEA is not responsible for any additional equipment needs, technology, or electricity.

What products and services are attendees looking for? OAEA Convention attendees love to discover new products, concepts, and techniques intended for all skill levels and ages. They are looking for materials, ideas, and services ranging from classic art supplies to up-to-the-minute media, technology, processes, and professional development opportunities; curriculum resources; college and university programs; visual aids; painting, drawing, printmaking, sculpture, woodworking, ceramic, glass, and metal arts supplies; art-related travel; graphic design, photography and drafting supplies; and more!

DEMONSTRATION AREA / WORKSHOP CLASSROOMS FOR VENDORS:

Demonstrations can be conducted within your reserved area. Additional demonstration space and time can be done through workshop presentations set up in an assigned classroom. The workshop spaces will be scheduled through the Marketing Chair. Workshops will be scheduled on a first-come, first-served basis according to the package purchased by vendors. Each session is set at 50 minutes.

Vendors are responsible for protecting area(s): If Vendors plan to use media/equipment that might damage an area, covering must be used. OAEA will **NOT** be responsible for damaged areas.

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CONFERENCE SCHEDULE:

Please note that we have done away with booth spaces in the exhibition hall in an effort to give you and our members the best possible experience and opportunity to connect. Vendor Space is in open common areas outside of workshops in an open atrium.

Schedule and installation:

Wednesday, November 12, 2025

- 2:00 pm - 5:00 pm Vendor Setup
- 7:00 pm - 9:00 pm **Vendors Welcome/Conference Kick-off!** There will be heavy hors d'oeuvres and a bar. It will be a time to relax and mingle casually with our members who arrive the night before.

Thursday, November 13, 2025 and Friday, November 14, 2025

Snacks and Coffee will be provided for vendors (location t.b.d.)

Exhibitors will have access to the vendor conference space at 8 am each day.

- 9:00 am -12:00 pm Conference and vendor space open to OAEA members
- 12:00 pm - 1:30 pm Lunch on your own
- 1:30 pm - 6:00 pm Conference and vendor space open to OAEA members

Friday, November 14, 2025

- 6:00 pm (no sooner/no exceptions) Vendors teardown/checkout with Hyatt Regency representative.
- Empty crates and cartons will be returned once the attendees have been cleared. For safety reasons, exhibitors are not allowed access to the empty-freight area.