

## Important Details

### 1. Move-in/Move-out

Sponsors may move in from 10:00 a.m. to 4:30 p.m. on Monday, January 22, or between 7:00 - 8:00 a.m. Tuesday, Jan 23. On Wednesday, Jan. 24, sponsors may pack up and move out after 3:30 p.m. On Monday, Jan 22, will be hosting our “Jumpstarting your System” and Agriculture’s Innovative Minds (AIM), so there is an opportunity for booth traffic on Monday as well.

### 2. Booth Hours

Monday, Jan. 22: 10:00 a.m. – 4:00 p.m. (optional for Monday workshops)  
Tuesday, Jan. 23: 8:00 a.m. to 7:00 p.m.  
Wednesday, Jan. 24: 8:00 a.m. to 3:30 p.m.

Attendees may view exhibits at any time during open hours. You are welcome to have your booth set up and open to attendees on Monday. All sponsors and exhibitors must set up booths between 10:00 am - 4:30 p.m. on Monday or between 7:00 -8:00 a.m. Tuesday.

### 3. Sponsor Registration and Booth Space

Please complete your registrations and contracts to [director@notill.org](mailto:director@notill.org). You may view available booths <https://www.notill.org/winter-conference>

## Parking

Parking is available at the hotel.

## Sponsor Checklist

**Once payment has been submitted you will submit your contract to [director@notill.org](mailto:director@notill.org).**

Sponsor booth locations are first-come, first-serve. Your space is not secured until payment is received. Payments should be mailed to No-till on the Plains, 672 Avenue L, Protection, Ks 67127. If you need to make other arrangements, please contact Aaron at 785-210-4549 and we will work to the best of our ability to meet your individual needs.

## Sponsor Agreement

We hereby make an application for sponsorship/exhibitor according to the official floor plan to be used for an exhibit at the No-till on the Plains, Inc. Winter Conference at the Wichita Marriott on Jan. 22-24, 2024, to be conducted by the No-till on the Plains, Inc. All sponsor/exhibitor rules and information governing the No-till on the Plains, Inc. Winter Conference are accepted by us and made part of this contract, and we agree to comply with all of them, taking the space for exhibition purposes under the terms and conditions set forth below.

### Exhibit Hours

- Monday, Jan. 22: Sponsor move-in as scheduled; registration check-in required.
- Tuesday, Jan. 23: 8:00 a.m. to 6:30 p.m. (Facility open at 7:00 a.m.)
- Wednesday, Jan. 24: 8:00 a.m. to 4 p.m.

### Move-in/Move-out

- Move-in: Monday, Jan. 22, at 10 a.m. – 4:00 p.m. for move-in and closes at 5:00 p.m. sharp.
- Move-in Tuesday, January 23, 7:00-8:00 a.m.
- All booth spaces will be pre-marked to ease with set-up.
- On Wednesday, Jan. 24, sponsors may pack up and move out only after 4:00 p.m. All displays must be removed by 6:30 p.m., Jan. 24.
- You may request information to have booth items shipped to the conference facility, please contact Aaron to request the shipping information.

### Name Badge Policies

Name badges must be worn during the entire show. A name badge must be purchased for each person working the exhibit and may not be exchanged between sponsor representatives working different days.

### Sponsor Packets and Check-in

Sponsor packets containing show information and name badges must be picked up at the appropriate registration area (Monday or Tuesday morning).

### Booth Furnishings

- Refer to the sponsorship table in the sponsorship packet for booth furnishings.
- Electricity and wireless Internet is available throughout the Marriott and included for sponsors/exhibitors. Bring your own extension cord.
- All items on display must lie within the four boundaries of the assigned exhibit area.



Agriculture Systems Modeling Nature



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NoTillOnThePlains

[www.notill.org](http://www.notill.org)

# ***No-till on the Plains*** **ANNUAL WINTER CONFERENCE**

**JANUARY 22 - 24, 2023 • WICHITA, KANSAS**

QUESTIONS? Email [director@notill.org](mailto:director@notill.org)

or call (785) 210-4549

## **Cancellation Policy**

Cancellation of this contract will be granted if No-till on the Plains, Inc. is notified in writing. Exhibitors will be charged a 25% fee for cancellation prior to Dec. 31, 2023. The lessee will be held responsible for the entire rental fee after Jan. 1, 2024.

## **Liability**

The lobby and hallway areas are not secure areas. Please plan to lock up or protect any valuable items brought to the Conference.

It is expressly understood and agreed between the sponsor and No-till on the Plains, Inc. that No-till on the Plains, Inc., its members, and the Wichita Marriott will not be held responsible for any loss of, or damage to, goods and property of sponsors and sponsors' employees. Each sponsor, upon signing a contract/application for space, expressly releases No-till on the Plains, Inc. from, and agrees to indemnify them against all claims. By accepting the contract, the sponsor agrees to all of the policies of the hotel.

## **Contract Acceptance**

When this contract is accepted, No-till on the Plains, Inc. agrees to give us the use of the space, to be used by us in consideration of and for the purpose and time aforesaid. No-till on the Plains, Inc. agrees to the terms herein stated, and to the terms and conditions set forth above.

Please contact Aaron Sawyers, No-till On the Plains Executive Director, at [director@notill.org](mailto:director@notill.org) or 785-210-4549 with questions. We look forward to having your support for regenerative agriculture producers!