

Exhibit Booth Guidelines

Upper Columbia Conference Camp Meeting

The exhibit hall is located in the Gym and open from 10:00 a.m. to 7:00 p.m. (Exhibitors should be open and man their booth during the following hours: Wednesday 6:00 to 7:00 p.m., Thursday 1:00 to 2:30 p.m. and 6:00 to 7:00 p.m., Friday 1:00 to 2:30 p.m. and 6:00 to 7:00 p.m., and Sabbath 1:00 to 2:30 p.m. and 6:00 to 7:00 p.m. (hours subject to change).

- Exhibits should be ministry focused, aiming to contribute to the spiritual growth of churches, families and individuals.
- All exhibit staff and any material shared, distributed, or shown at your booth must maintain a positive and supportive position toward the Seventh-day Adventist Church and Upper Columbia Conference.
- Your promotional materials such as brochures, freebies etc. are only to be distributed at your organization's designated booth space and nowhere else on campus.
- Exhibitors must bring all their own booth supplies. A 3'x6' table and black tablecloth is provided.
- Fundraising and soliciting from a booth is strictly prohibited.
- Food or drink samples must receive explicit approval prior to being available at your booth.
- Videos or audio being displayed must be off during all meetings and seminars.
- Booth displays must be kept inside your booth boundaries. Booth spaces are approximately 5'x10'.
- Booth space is to be used solely by the organization registered for the space and is not to be shared by another person or entity.
- Please refrain from any commercial or other non-Sabbath activities during the Sabbath hours.
- Please plan to set up by 5 p.m. Wednesday and take down your exhibit display only after Sabbath hours.
- Upper Columbia Conference is not responsible for any lost or stolen items.
- If an exhibitor is a for-profit entity selling items unrelated to ministry, they should be working to support the ministry of the Adventist Church or UCC (e.g. a business working to provide jobs to students of an academy).
- All exhibit booths sharing any type of health information must follow the NAD Health Ministry Guidelines.
- **ALL items offered for sale** must be approved by UCC camp meeting committee at least two weeks in advance of camp meeting.

Setup/Tear-down:

Booths are available for setup after 12:00 p.m. on Wednesday and must be fully setup by 5:00 p.m. on Wednesday. Booths are NOT to be dismantled during any meeting or seminar. Booths must be taken down by 10 a.m. Sunday, June 18, 2023.

You are responsible for your housing, meals, and transportation.

By submitting an application, you agree that you have read and will abide by the Exhibit Booth Guidelines as defined above. Failure to do so will result in immediate booth closure during camp meeting and denial of future booth requests.