

2026 PTA EXPO HALL PROSPECTUS

Utah **PTA** LEADERSHIP CONVENTION  
together we lead



May 13 & 14, 2026  
Davis Conference Center  
Layton, Utah



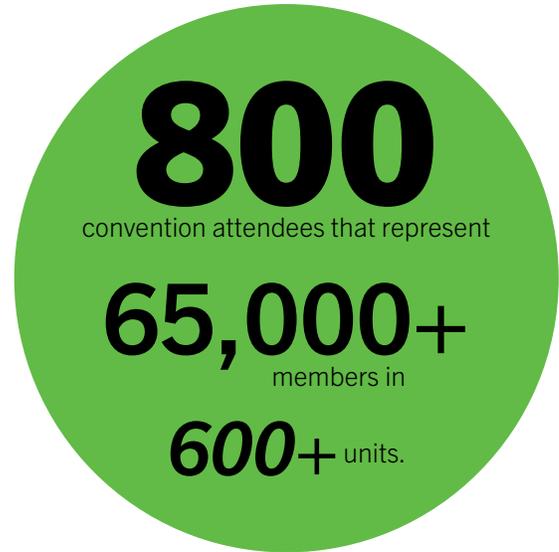
The Utah PTA Leadership Convention is an annual event hosted by Utah PTA. The convention brings together over 800 attendees, including PTA leaders, parents, educators, and child advocates from across Utah.

The convention serves as a platform for vendors to reach hundreds of education-minded individuals and for attendees to gain valuable insights and resources to support their local PTA units and communities.

## BOOTH OPTIONS

- Booths are 8x8 feet, include a table with skirting, 2 chairs, waste basket, and pipe and drape dividers.
- More than one booth may be purchased.
- Choice of corner or standard space.
- Electricity, wired internet, wifi, extra chairs available

<b>\$750</b>	<b>8 X 8 BOOTH</b>
<b>+\$100</b>	Corner booth upgrade (limited # available)
<b>+\$170</b>	Electricity
<b>+\$65</b>	Wired internet
<b>+\$15</b>	Extra tables or trash can
<b>+\$25</b>	Extra chairs
<b>+\$25</b>	Box lunches or concession vouchers available for pre-order
<b>-\$500</b>	Non-profit discount with verification (code will be provided)



## EXPO HALL SCHEDULE

### TUESDAY, MAY 12

2:00 PM - 5:00 PM Expo Hall Booth Set Up

### WEDNESDAY, MAY 13

7:00 AM - 9:00 AM Expo Hall Booth Set Up

10:00 AM - 3:00 PM General Expo Hall Hours

11:20 AM - 1:20 PM Expo Hall Specific Time and Lunch

### THURSDAY, MAY 14

10:00 AM - 3:00 PM General Expo Hall Hours

11:40 AM - 1:30 PM Expo Hall Specific Time and Superintendent Lunch

3:00 PM - 4:00 PM Booth Dismantling

\*During Expo Hall Specific Times, no other meetings or workshops will be in session to give time for attendees to visit the Expo Hall.

# EVENT INFORMATION

## UTAH PTA LEADERSHIP EXHIBIT HALL MAY 13 & 14, 2026

Davis Conference Center  
1651 North 700 West, Layton, UT 84041  
801-416-8888  
[Davis Conference Center](#)

### PARKING INFORMATION

Free on site parking. Parking is north and east of the conference center on 700 West.

# DATES TO REMEMBER

## MARCH 25, 2026

- ▶ Leadership Convention program AD information due

## APRIL 23, 2026

- ▶ Applications submitted after this date will not be included on vendor map or other printed materials
- ▶ Name badge information is due to Utah PTA
- ▶ Last day to cancel booth application with Utah PTA and receive a refund.



# CONTACT INFORMATION

## UTAH PTA

5192 S Green Pine Dr, Murray, UT 84123  
801-261-3100 | [kids@utahpta.org](mailto:kids@utahpta.org)

## CONVENTION CHAIR

Cammy Whitchurch [cammy@utahpta.org](mailto:cammy@utahpta.org)

## CONVENTION VICE CHAIRS

Carol Rednour - [carol@utahpta.org](mailto:carol@utahpta.org)

Becca Crookston - [becca@utahpta.org](mailto:becca@utahpta.org)

## EXPO HALL CHAIRS

Vendor - Corey Fairholm - [corey@utahpta.org](mailto:corey@utahpta.org)

Resource Fair - Angelee Aedo - [angelee@utahpta.org](mailto:angelee@utahpta.org)

# MARKETING OPPORTUNITIES

## AD PLACEMENT

**\$200**

### 1/4 PAGE AD

in printed convention program

**\$400**

### 1/2 PAGE AD

in printed convention program

**\$800**

### FULL PAGE AD

in printed convention program

Option available until **March 25, 2026**.

Once ordered, specifics for the ad will be emailed to Representative's contact information. Ad must be received in the Utah PTA Office NO LATER than March 25. Earlier is preferred for best placement.

Information received later than this date will NOT be included in the program.

## BROCHURE OR FLIER

**\$200**

### PRINTED COMPANY BROCHURE

included in the Convention participants bags

Option available until **April 23, 2026**.

Brochures are to be supplied by company. (Approximately 1,000 PTA members attend Leadership Convention each year.)

Information is due to Utah PTA office NO LATER than April 23, 2026. Information received later than this date will NOT be included in the bags. This is the ONLY material that may be sent to Utah PTA, no others will be accepted.

## PASSPORT CONTEST

**Free**

### CONNECT WITH NEW CUSTOMERS

Vendors can personalize their virtual expo booth on the Utah PTA Event platform, adding promotional offers, company information, and up to four virtual booth workers.

more info about how the app/passport contest works with connecting to customers

# EXPO HALL RULES & REGULATIONS

These Rules and Regulations become a part of the contract between the applicant and Utah PTA. Utah PTA respectfully asks the full cooperation of the Vendor/Resource Fairs in this observance. All points not covered are subject to the decision of Utah PTA or its Expo Hall Coordinator.

- Vendor Selection: Utah PTA reserves the right to decline or prohibit any vendor or resource fair, including materials, products, or conduct. Applicants must submit printed materials and handout lists with their application.
- Booth Sharing: Two companies cannot share a booth.
- Booth Specifications: Booths are 8x8 feet, include a table, chairs, and a wastebasket. Power outlets can be ordered, but other materials must be provided by the vendor.
- Installation/Dismantling: Booth setup is allowed on May 12 (2 PM–5 PM) and May 13 (7 AM–9 AM). Booths cannot be dismantled before 3 PM on May 14 and must be removed by 4 PM. Vendors must handle their own equipment.



- Name Badges: Three company convention badges will be provided. Additional name badges can be purchased for \$5.
- Sales: Vendors must bring their own credit card devices for sales. Utah PTA will not handle payments or provide cashiering services.
- Door to door sales is prohibited.
- Convention Program Listing: Vendors applying by March 20, 2026, will be listed in the program.
- Use of Space: All activities and materials must remain within the assigned booth. Non-exhibitors cannot solicit or distribute materials during the convention.
- Cancellation Policy: Refunds are available for cancellations made in writing by April 18, 2026, minus a \$50 fee. No refunds for cancellations after this date.
- Exhibit Restrictions: Utah PTA may restrict exhibits due to noise, materials, or conduct deemed objectionable. No refunds will be issued for restricted exhibits.

- Drawings/Raffles: Drawings are allowed, but raffles and lotteries are prohibited. Vendors are encouraged to donate prizes for passport contest winners.
- Membership Lists: Utah PTA does not share membership lists. Vendors must comply with PTA bylaws and district policies for contracts and fundraising.



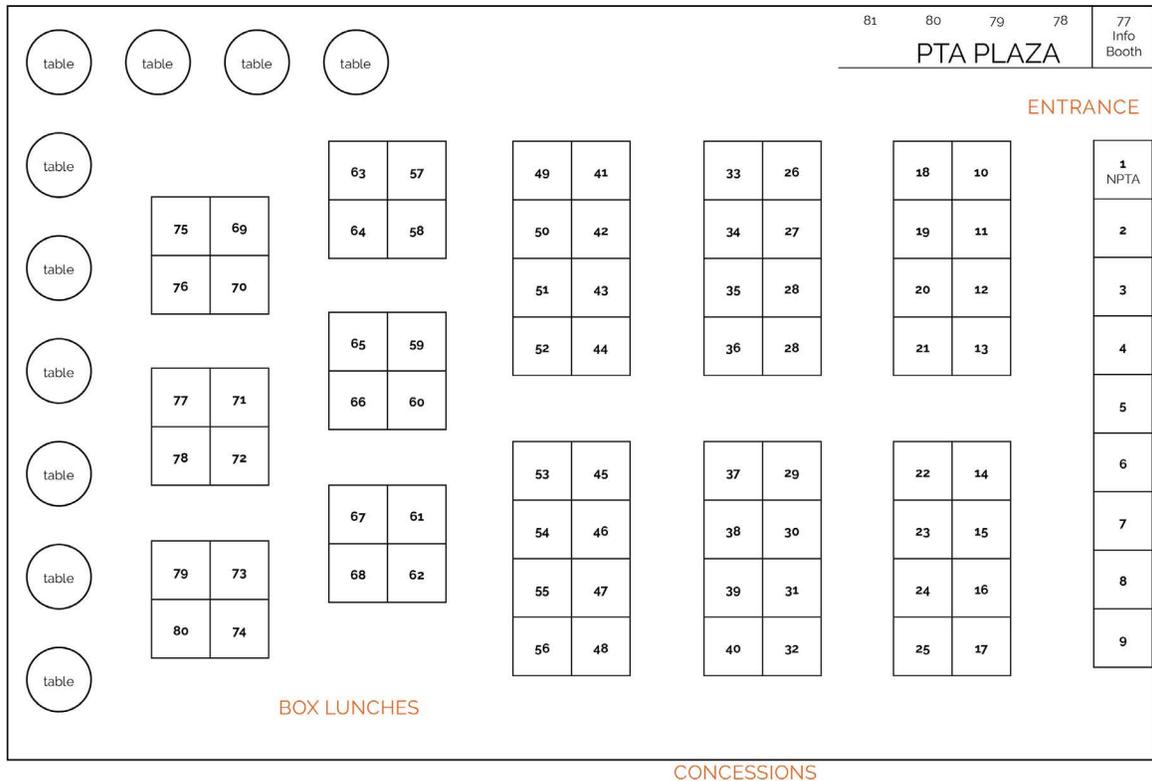
- Space Assignments: Booth numbers will be provided during setup on May 12, 2026.
- Lobbying/Endorsement: Vendors cannot request lobbying or use the PTA name/logo without written approval. Participation does not imply endorsement.
- Fire Protection: Booths must use flame-resistant materials, and hazardous items are prohibited.
- Catastrophe: Refunds may be issued if the event is canceled due to unforeseen circumstances, but refunds will not exceed booth rental fees.
- Liability and Insurance: Vendors are responsible for their property and must provide proof of insurance with their application.



- Indemnification: Vendors must indemnify Utah PTA and Davis Conference Center against claims, damages, or injuries related to their booth or presence at the event.

# BOOTH LAYOUT SUBJECT TO CHANGE

Davis Conference Center Expo Hall



## LUNCH INFORMATION

A boxed lunch or concession voucher will be available for purchase with registration before April 23, 2026. Please mark the number of lunches you would like when you make payment. Lunch cost is \$25 per person, per day.

## HOTEL INFORMATION

Hotel block information is available on [utahpta.org/leadership-convention-hotel-information](http://utahpta.org/leadership-convention-hotel-information).

