

RELAX, REJUVENATE, & RECONNECT

55th Correctional Education Association Region I Conference

The Great Escape Lodge, Lake George, NY

June 1-3, 2016

Exhibitor Information and Guidelines

Exhibit Space: Exhibit tables are 8' long by 30" deep. Two chairs will be provided for each table. Tables will be assigned on a first come first served basis.

Exhibit Hours: The exhibit area will be open to attendees from 7:30 am to 3:30 pm on Wednesday, June 1st, Thursday, June 2nd and Friday, June 3rd until 10 AM. CEA staff will be available to provide you with any assistance you may need.

Set-up & Tear-down: Conference space will be available for set-up on Tuesday evening, May 31st or Wednesday morning, June 1st, between 7:30 and noon. Breakdown must be completed by noon on Friday, June 3rd.

Cancellation: No refunds will be given to registrants after May 1, 2016.

Liability and Security: The Exhibitor Area cannot be secured by CEA or the conference center. Exhibitors are advised to use caution when leaving valuables unattended in the exhibit area. The conference organizers will not accept responsibility for the theft and/or damage of exhibitor property. Exhibitors are encouraged to insure themselves against any losses.

Conference Center Information and Reservations: Reservations will be accepted at any time prior to the conference. Reservations can be made BY CALLING 518-824-6060. For additional information about the lodge, please go to their website: www.sixflagsgreatescapelodge.com. The Great Escape Lodge is located at 89 Six Flags Drive, Queensbury, NY 12804. From Albany it is located conveniently off Exit 20 taking I-87 North, near beautiful Lake George.

Shipping Your Materials: Contact the conference center directly to make accommodations.

Audio – Visual Services: Please make direct contact with the conference center.

We are happy to answer any questions you may have.

Ron McDonagh Phone: 518-439-7504 Email: rmcdonagh@nycap.rr.com

The CEA Region I Annual Conference brings educators together from: Pennsylvania, New Hampshire, Connecticut, Rhode Island, Vermont, Massachusetts, New York, and New Jersey. Region I also includes the following Canadian provinces and territories: New Brunswick, Newfoundland, Nova Scotia, Prince Edward Island, and Quebec.