



Exhibitor Prospectus

Minnesota School Nutrition Association Exhibit Show | August 9, 2022
River's Edge Convention Center St. Cloud, MN

Registration

- [Complete the online application form here.](#)
- [Secure your lodging here.](#)

Exhibit Information

Location: River's Edge Convention Center
(RECC) 10 4th Ave S
St. Cloud, MN, 56301

Theme: "Grow to New Heights"
Colors: Kelly Green and Gold



Kelly Green and Gold

All booths are 8' x 10'

Each Booth includes:

- Hanging sign listing company or broker name
- Pipe/drape, 8' table and 2 chairs
- Access to refrigerated/reefer truck and ice service
- Option to purchase multiple/adjacent booths
- Option to provide kitchen-service in your booth (see form below)

Important Information

- Electric order and payment forms provided by River's Edge CC
 - [Electrical Form](#)
- Rental/drayage/material handling form provided by Cenaiko Expo Services
 - [Decorating Form](#)
 - [Shipping Form](#)
 - [Shipping Instructions](#)
- If an exhibitor plans to serve food and beverage samples, the Special Event License form must be read, signed, and sent to MSNA@fusionLP.org. This includes reading and agreeing to the Minnesota Department of Health food handling and handwashing safety guidelines.
 - [Special Event License Form](#)
 - [MDH Food Handling Safety Guidelines](#)
- Cancellation prior to 30 days of show will have a \$150.00 administrative fee charge. No refunds will be allowed for any cancellation less than 30 days prior to the opening of exhibits.

Benefits

- Opportunity to promote your products and services to over 800 MSNA and SNA members, many of whom are potential buyers and are looking for products for their nutrition programs
- Listing in conference program
- Listing on MSNA website
- Unlimited # of booth staff*
- Director's list post-event

**We recommend no more than 2 booth staff at one time. Booth staff do not receive passes to the conference. To register for the conference as an attendee, use this [form](#).*

Minnesota Gift Law

(MN Statute 471.895) prohibits local district officials from accepting gifts or prizes for personal use. The law allows trinkets valued up to \$5. Distribution of giveaways not in compliance with the gift law is prohibited.

Key Dates:

- July 11, 2022 Early Bird Registration ends
- July 18, 2022 deadline for company information to be placed in the conference program
- **July 29, 2022 deadline for booth registrations**

Exhibitor Set Up Hours:

- Monday, August 8 2:00pm-6:00pm
NO early arrivals to set up. This will be strictly enforced
- Tuesday, August 9 7:00am-8:30am
Exhibit Hall Hours-Tuesday, August 9, 2022
- 9:15am-3:00pm Show Hours
 - 9:15-11:30am (Director's/Purchasers only*)
 - 11:45am-1:15pm (Group A)
 - 1:30-3:00pm (Group B)

**Directors/Buyers allowed in for the entire show hours*

Exhibit Dismantling Hours

Immediately after show hours. Exhibitors may not begin dismantling their booth(s) until **AFTER** the closing of the show (3:00pm). Early dismantling will result in forfeiture of 2023 exhibitor participation.