

GAPPA 2025 Annual Meeting and Tradeshow

*From Maintenance to Mastery:
Elevating Facility Management*

Exhibitor/Sponsor Registration Packet



Jekyll Island Convention Center
Jekyll Island, Georgia

Tradeshow Only:
May 25 - 26, 2025
(Memorial Day Weekend)

Full Event:
May 24 - 28, 2025



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EXHIBITOR/SPONSOR REGISTRATION PACKET

Business Partners, don't miss this opportunity to display your wares and network with university and K-12 representatives. We value your support and could not host this event without you.

EXHIBIT LEVEL SPONSORSHIP OPPORTUNITIES

Note: Pricing below reflects **Early Bird** registration by **January 31, 2025**. Prices increase on February 1, 2025.

Two (2) Center Quad Booths Available - Purchase Diamond Level to reserve
Ten (6) Double Booths Available - Purchase Platinum Level to reserve

All Exhibit Level Sponsorships include:

10 x 10 Booth with Pipe and Drape	Verbal recognition at event meals
1 - 6' Draped table	
2 - Chairs	Recognition in event brochure
1 - Sign	
1 - Waste basket	Attendee contact list pre and post conference
Educational Sessions	

Bronze Level Sponsorship \$1500

- Single booth space
- Access Passes for 2 associates
 - Tradeshow
 - Educational Sessions
 - Sunday Cocktail Reception
 - Monday Opening Breakfast and Lunch

Silver Level Sponsorship \$2000

- Single booth space
- VIP Access Passes for 2 associates
 - Tradeshow
 - Educational Sessions
 - Sunday Cocktail Reception
 - Monday Opening Breakfast and Lunch
 - Tuesday Breakfast and Lunch
 - Wednesday Closing Breakfast
- Golf registration for 2 individuals
- Special recognition at event meals
- Logo on event signage

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Gold Level Sponsorship \$2500

- Single booth space
- VIP Access Pass for 4 associates
 - Tradeshow
 - Educational Sessions
 - Sunday Cocktail Reception
 - Monday Opening Breakfast and Lunch
 - Tuesday Breakfast and Lunch
 - Wednesday Closing Breakfast
- Golf registration for 4 individuals
- Special recognition at event meals
- Logo on event signage
- Opportunity to place an item in the registration bag

Platinum Level Sponsorship (Double Booth, 6 available) \$5000

- Double booth space (20 x 10)
- VIP Access Pass for up to 8 associates
 - Tradeshow
 - Educational Sessions
 - Sunday Cocktail Reception
 - Monday Opening Breakfast and Lunch
 - Tuesday Breakfast and Lunch
 - Wednesday Closing Breakfast
- Golf registration for up to 8 individuals
- Special recognition at event meals
- Logo on event signage
- Opportunity to place an item in the registration bag

Diamond Level Sponsorship (Center Quad Booth, 2 available) \$6500

- Quad booth space (20 x 20)
- VIP Access Pass for up to 8 associates
 - Tradeshow
 - Educational Sessions
 - Sunday Cocktail Reception
 - Monday Opening Breakfast and Lunch
 - Tuesday Breakfast and Lunch
 - Wednesday Closing Breakfast
- Golf registration for up to 8 individuals
- Special recognition at event meals
- Logo on event signage
- Opportunity to place an item in the registration bag

Exhibit Level Sponsorship registration deadline is January 31, 2025 or until sold out.
Tradeshow booths sell out quickly, so don't delay!

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Exhibit Level Perks at a Glance

Description	Bronze Up to 2 reps	Silver Up to 2 reps	Gold Up to 4 reps	Platinum Up to 8 reps	Diamond Up to 8 reps
Single Booth Space (10 x 10)	✓	✓	✓		
Double Booth Space (20 x 10)				✓	
Center Quad Booth Space (20 x 20)					✓
Event Access (Sunday – Monday Only)	✓				
VIP Event Access Pass (Sunday – Wednesday)		✓	✓	✓	✓
Listing in Event Brochure	✓	✓	✓	✓	✓
Special Recognition at Event Meals	✓	✓	✓	✓	✓
Logo on Event Signage		✓	✓	✓	✓
Golf Registration Included		✓	✓	✓	✓
Opportunity to Place Promotional Item in Registration Bag			✓	✓	✓

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NON-EXHIBIT LEVEL/PROMOTIONAL SPONSORSHIP OPPORTUNITIES

Description	Qty	Day	Cost
Standard Promotional Sponsorship	50	n/a	\$1500

Promotional Sponsorship Upgrades	Qty	Day	Cost
Hospitality	4	Sunday and Monday	\$2000
Cocktail Reception	4	Sunday	\$2000
Golf Awards Lunch/Beverage Sponsor	4	Sunday	\$2000
Premium Logo Items			
Name Badge Holder	1	n/a	\$2000
Attendee Gift	1	n/a	\$3000
Attendee Registration Bag	1	n/a	\$3000

Promotional Sponsorship include:

- Two (2) Sponsor Passes
- Tradeshow
- Educational Sessions Monday & Tuesday
- Event Meals:
 - Sunday Cocktail Reception
 - Monday Opening Breakfast and Lunch
 - Upgrades also include:
 - Tuesday Breakfast and Lunch
 - Wednesday Closing Breakfast
- Verbal acknowledgement and thank you at event meals
- Recognition in event brochure
- Attendee contact information pre and post conference

Non-Exhibit Level Sponsorship registration is open through April 15, 2025 (or until sold out).

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Add Additional Associates and/or Optional Items

If you have additional associates attending (which are not included in your selected package), you will need to purchase extra Pass(es).

- Bronze Level Pass for Sunday - Monday, or
- VIP Level Pass for Sunday - Wednesday

Add Associates

- Bronze Level Pass: **\$100 per person**, Includes access to:
 - Tradeshow, Sunday and Monday
 - Educational Sessions, Monday
 - Sunday Reception
 - Monday Opening Breakfast and Lunch
- VIP Level Pass: **\$200 per person**, Includes access to:
 - Tradeshow, Sunday & Monday
 - Educational Sessions, Monday & Tuesday
 - All Event Meals
 - ✓ Sunday Reception
 - ✓ Monday Opening Breakfast and Lunch
 - ✓ Tuesday Breakfast and Lunch
 - ✓ Wednesday Closing Breakfast

Optional Items

- Standard Electrical Outlet: \$125
- Golf **Tournament, Sunday**: \$75 per golfer if not included in package
- Golf **Hole** Sponsor, Sunday: \$100 per hole
- Guest Bingo (Monday): \$10
- Guest Tour (TBD), Tuesday \$25 per person

Each registered attendee will have access to event and meals based on sponsorship level or pass purchased.

ONLINE REGISTRATION

Registration will open Wednesday, December 18, 2025.

- You should receive an immediate email confirmation once registered.
- Email registration@gappa.org if you have questions or concerns, or text (404) 713-7920.

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PAYMENTS, CANCELLATIONS AND REFUNDS

- All payments are due at time of registration.
- Payment options are **credit card** or **check**.
 - Note: If paying by check be sure to select **offline** option in the payment section, otherwise your registration may appear as invalid.
- Need to register in December and pay in January? Exhibit booths sell out quickly, so be sure to register in December and select “**offline**” as your payment type.
 - Send check in January or pay by credit card using the credit card link sent with invoice.
- **Unpaid exhibit registrations are subject to cancellation if payment isn’t received by February 28, 2025.**
- **No Exhibitor refunds will be issued after March 31, 2025.**
- Mail check payment to:
 - GAPPA
 - c/o LaVonne Goldschmidt, Registration Coordinator
 - 1309 Kingston Hollow
 - Colbert, GA 30628

GAPPA BUSINESS PARTNER MEMBERSHIP

APPA manages GAPPA membership. To check your membership status contact membership@appa.org or (703) 684-1446

- We offer a discount to GAPPA Business Partner (BP) members. Active BPs will receive a discount code via email. If you do not receive a code, and believe you should, contact LaVonne Goldschmidt.
- Current active Membership period is April 1, 2024 - March 31, 2025.
- Dues must be current at the time of registration to take advantage of the member discount.

CONTACT INFORMATION

Questions regarding exhibit space/ assignments should be directed to:	Questions regarding registration and/or payment should be directed to:
Daniel Warren 1 st Vice President daniel.warren@sgsc.edu (912) 850-0751	LaVonne Goldschmidt, Registration Coordinator registration@gappa.org (404) 713-7920

GIVEAWAYS AND DOOR PRIZES

- GAPPA is a family friendly event. Choose your swag with this in mind. Some Sponsors have special gifts tucked away to give to attendees who stop by to chat with them.
- You control who enters your drawing. One complaint we hear is that an attendee sends a spouse or child to put their card in the drawing.
- Monday - Bring door prizes to stage area at 11:30 a.m.

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ATTENDEE LIST* (RESTRICTED USE)

GAPPA restricts the use of the attendee contact list to:

- Invitation to attendee to visit your booth
- Invitation to attend your company sponsored event
- Invitation to join your distribution list
- Follow-up conversations and/or thank you for stopping by your booth or sponsored event

**List is distributed after attendee registration closes, on May 1.*

Sponsors are not permitted to add attendees to a broader distribution list without their consent.

LODGING

Exhibitors are responsible for their own hotel accommodations. Make your reservations early, as hotels sell out quickly for the holiday weekend. (See page 13 for conference hotels)

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GOLF

The **Golf Tournament** is a highlight of our Annual Meeting. The format is a shotgun start/scramble. All groups tee off at the same time from different holes. The awards ceremony and lunch are immediately following at the Golf Course.

Golf is included for Silver, Gold, Platinum and Diamond Exhibit Levels

- Silver - up to 2 golfers
- Gold - up to 4 golfers
- Platinum and Diamond - up to 8 golfers

Company golfers will be placed on the same teams unless you instruct us otherwise.

When: Sunday, May 25, 2025

Time: 7:30 a.m. Check-in
8:30 a.m. Tee Time

Where: Jekyll Island Golf Club
322 Captain Wylly Rd.
Jekyll Island, GA

Cost: \$75 per person (if not included in sponsorship package)



Participants must be registered for the GAPPA Annual Meeting and Tradeshow, or the guest of a registrant.

Questions regarding golf tournament or teams should be directed to:	Questions regarding golf registration should be directed to:
<u>Daniel Warren, SGSC</u> 1st Vice President	<u>LaVonne Goldschmidt</u> (404) 713-7920

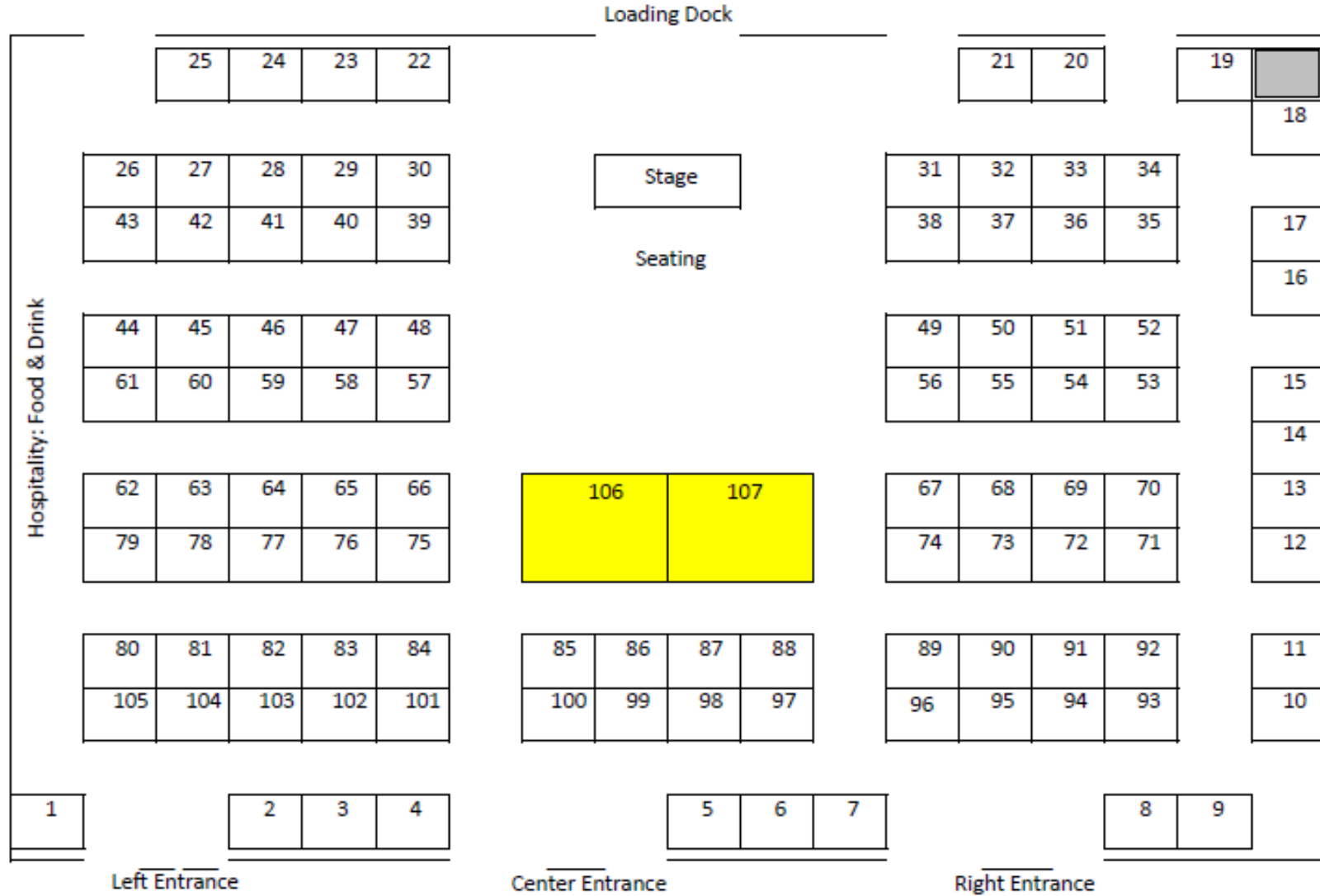
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PROPOSED SCHEDULE

Date	Description	
Saturday	<ul style="list-style-type: none"> • Booth Set-up: 12:00 p.m. - 4:00 p.m. • First Timer Session: 3:00 - 3:45 	
Sunday	<ul style="list-style-type: none"> • Golf Registration: 7:30 a.m. - 8:30 a.m. • Golf Tournament: 8:30 a.m. - 2:00 p.m. • Booth Setup: 12:00 p.m. - 3:00 p.m. • Tradeshow: 3:00 p.m. - 6:00 p.m. • Cocktail Reception: 6:00 p.m. - 7:00 p.m. 	
Monday	<ul style="list-style-type: none"> • Opening Breakfast: 7:30 a.m. - 8:30 a.m. • Tradeshow: 8:30 a.m. - 12:00 p.m. • Door Prize Drawings: 11:30 a.m. - 12:00 p.m. • Sponsor Appreciation Lunch: 12:00 p.m. - 1:00 p.m. • Exhibitor Breakdown: 12:00 p.m. - 3:30 p.m. • Educational Sessions 1 A & B: 1:00 p.m. - 1:45 p.m. 	
Tuesday	<ul style="list-style-type: none"> • Breakfast and Annual Meeting: 7:00 a.m. - 8:00 a.m. (VIP Pass Required) • APPA Update: 8:00 a.m. - 9:00 a.m. • Educational Sessions 2 A & B: 9:15 a.m. - 10:00 a.m. • Educational Sessions 3 A & B: 10:15 - 11:00 a.m. • Educational Sessions 4 A & B: 11:15 - 12:00 p.m. • Lunch: 12:15 p.m. - 1:15 p.m. • Educational Sessions 5 A & B: 1:30 p.m. - 2:15 p.m. 	
Wednesday	<ul style="list-style-type: none"> • Closing Breakfast: 8:00 a.m. - 9:00 a.m. • Break for Hotel check-out: 9:00 a.m. - 10:00 a.m. • Experience Exchange: 10:00 a.m. - 12:00 p.m. 	
Registration Hours:	Saturday	12:00 p.m. - 4:00 p.m.
	Sunday	12:00 p.m. - 7:00 p.m.
	Monday	8:00 a.m. - 2:00 p.m.
	Tuesday	8:00 a.m. - 2:30 p.m.

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EXHIBIT LAYOUT



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CONFERENCE HOTELS

Hotels provide a limited number of rooms at the courtesy rate.			
Consult with individual hotels regarding Minimum Stay Requirements, Resort Fees, cancellation Policy, etc. Most properties require you to register early April to secure group rate.			
Property	Dates	Room Description	Price
The Courtyard Jekyll Island 912-635-2416 Group: GAPPA	May 25 - 28	Island View Ocean View	\$285 \$305
Hampton Inn & Suites 912-635-3733 800-426-7866 Group: GAPPA	May 25 - 28	Double Queen Suite King Suite Standard Double	\$255 \$255 \$225
Holiday Inn Resort 912-635-2211 877-834-3613 Group: GAP	May 25 - 28	Oceanview Guestroom	\$269
Home2 Suites by Hilton 912-319-6019 800-774-1500 Group: GAPPA 2025	May 25 - 28	Studio Suite	\$279
Jekyll Island Ocean Club 800-535-9547 912-635-2600 Group: GAPPA	May 25 - 28	Poolside Suite	\$589
Jekyll Island Club Hotel 800-535-9547 912-635-2600 Group: GAPPA	May 25 - 28	Standard Room	\$329
Residence Inn Jekyll Island 912-635-2764 Group: GAPPA	May 25 - 28	Island View Rooms Ocean View Studio	\$295 \$315
Seafarer Inn and Suites 912-635-2202 Group: GAPPA 2025	May 25 - 28	King	\$199
Villas by the Sea 912-635-2521 Group: GAPPA	May 25 - 28	Mini Villa/Studio Island Side 1 Bedroom 2 Bedroom 3 Bedroom	\$189 \$199-229 \$289-309 \$369-409
Westin Jekyll Island 912-635-4545 888-627-8316 Group: GAPPA	May 25 - 28	Island View Ocean View Room	\$285 \$325

Georgia Chapter of APPA (GAPPA)
Business Partner Membership Form

Online Form <https://gappa.org/membership/>

Business Partner Membership Dues Membership period is April 1 - March 31		\$75.00	
<i>Make checks payable to:</i>		GAPPA Membership c/o APPA 1643 Prince Street Alexandria, VA 22314-2818	
Business Name:			
Street Address:			
City/State/Zip:			
Primary Representative (individual):			
Title:			
Address (If different from above):			
City/State/Zip:			
Phone:		Fax:	
Email:			

Associate Representatives

Individual 1			
Title:			
Address (If different from above):			
City/State/Zip:			
Phone:		Fax:	
Email:			
Individual 2			
Title:			
Address (if different from above):			
City/State/Zip:			
Phone:		Fax:	
Email:			