

## AHG 25<sup>th</sup> Anniversary Sponsorship and Exhibitor FAQ

### What are the dates of the Convention?

July 22-25, 2020

### Where is the Convention?

Cedarville University

251 N Main St, Cedarville, OH 45314

### What are the exhibit hours? (Subject to change)

#### Wednesday July 22

10am-2pm Exhibitor check in and set up

1:30pm Exhibitor Meeting Information Sessions

2pm-6pm Exhibit Area Open

#### Thursday July 23

7am-9am

10:30am-7pm

#### Friday July 24

7am-9am

10:30am-7pm

7pm-10pm Exhibitor tear-down

#### Saturday July 25

Closed

*Times subject to change*

### Where will the Exhibit Hall be?

The AHG 25<sup>th</sup> Anniversary National Convention Exhibit hall will be located inside the Doden Field House at Cedarville University. Exhibitor booths will line the track and will be next to the AHG Store.

### What does my Booth Package include?

Web link presence on national AHG website Convention page and conference mobile app.

Exhibitor name and contact information in official **25th Anniversary Convention Guide**

(1) 10x10 booth with pipe and drape

(2) side chairs

(2) exhibitor name tags and lanyards for booth personnel

(2) copies of the 25th Anniversary Convention Guide  
(2) access passes to morning Opening Sessions  
Printed sign with company name and booth number  
Wi-Fi access  
Access to Exhibitor Lounge  
Contact information on AHG website Convention page

**What are the required times I need to be at my exhibit booth?**

You should make every attempt to have your exhibit staffed during the exhibit hours listed above.

**How do I register my booth staff?**

To register as an Exhibitor, please fill out and return the AHG 25<sup>th</sup> Anniversary Exhibitor Application to [tatrok@ahgonline.org](mailto:tatrok@ahgonline.org)

**Are meals provided for exhibitors at the Convention?**

Exhibitors have the option of purchasing lunch tickets. Tickets are \$20/person. This fee covers all three days. Exhibitors will also have access to a complimentary designated Exhibitor Lounge to refresh with snacks, bottled water, and coffee.

**What is the exhibit cancellation policy?**

Exhibitor cancellations must be submitted in writing via email or via USPS postmarked to the attention of Kristi Tatro, no later than the following dates to be eligible to receive a refund.

All final payments for Exhibitor Booth Space are due by January 3, 2020. Any assigned booth space(s) not paid in full will be in Breach of the Exhibitor Agreement and considered 'forfeited' and will be re-assigned at AHG's sole discretion. Your eligibility for a refund will remain as dictated by the following schedule:

- **February 22, 2020** — Within 150 days of the event, up to 75% of your payments will be refunded
- **March 22, 2020** — Within 120 days of the event, up to 50% of your payments will be refunded
- **April 22, 2020** — Within 90 days of the event, up to 25% of your payments will be refunded
- **May 22, 2020** — Within 60 days of the event - No Refunds Available

**Can I tear down early?**

No exhibitor is to begin the teardown of packing process until the Exhibit Areas close. In keeping with providing a full exhibit experience for our attendees, it is encouraged that all booths be manned for the duration of the exhibit times listed. Tear down may begin at 7pm on Friday.

**Can I share my booth with another ministry or company?**

Two or more companies may share a booth pending advance application and approval by American Heritage Girls, Inc. There is an additional \$300 fee for each company. No Exhibitor

shall assign, sublet, or share the whole or part of the booth space allotted without permission from American Heritage Girls, Inc. Exhibit placement priority will remain with the primary contracting Exhibitor. All exhibiting rules, regulations, and handling of logistics are the responsibility of the primary Exhibitor.

**What sponsorship and advertising opportunities are available for the 25<sup>th</sup> Anniversary Convention?**

Please visit the Sponsorship & Exhibitor Opportunities page to view sponsorship and advertising opportunities.

**I need to ship something for my exhibit space. How do I do this?**

You may ship items to the address below beginning the week of July 13, 2020 with boxes to arrive at Cedarville University no earlier than Friday, July 17, 2020.

Cedarville University  
Attn: Event Services – AHG Exhibitor  
251 N. Main St.  
Cedarville, OH 45314

AHG & Cedarville University will not be responsible for transportation of exhibitor boxes and supplies to and from exhibitor storage, set up or tear down of booth.

AHG & Cedarville University will not be responsible for arranging return shipment of boxes or supplies via UPS, Fed Ex, USPS, or any other carrier. Cedarville University will provide a location for boxes to await pick up until Monday, July 27, 2020.

**Who do I contact if I have questions?**

Sandy Arneson  
stlouisEC@ahgareateam  
website: <https://bit.ly/AHGgirlConvention>

**All Exhibitors must file a Certificate of Insurance**

American Heritage Girls Inc. has general liability insurance covering the 25<sup>th</sup> Anniversary Convention. AHG insurance does not cover the Exhibitor's exhibits, contents, visitors within the confines of the exhibitor's leased space, or exhibitor's personnel. Exhibitors must provide the AHG office with a "Certificate of Insurance", and American Heritage Girls, Inc. must be named as an additional insured or a certificate holder. American Heritage Girls, Inc. will not be responsible for any injury, damage, or theft occurring during, on the way to, or on the way from the Convention. Exhibit booth space contracts are not valid until the insurance certificate has been received by American Heritage Girls, Inc.

**Act of God**

In the event an "Act of God" occurs (tornado, major storm, etc.) AHG will refund all money due to cancelation of the event. AHG will not reimburse flights, hotel costs, or damage of shipped goods.

## Off-campus Housing Options

Note that you must book these options directly. Information is provided here for planning purposes only.

### Area Hotels who have agreed to reduced Convention rates are listed in order of distance from Cedarville University:

#### Comfort Suites Springfield

121 Raydo Circle  
Springfield, OH 45506  
937-322-0707  
Rate: \$84.99/night  
Double/Double (2-4 ppl)  
Distance from Cedarville University: 10.2 miles/14 minutes  
Cutoff date: June 20, 2020 @ 11:59 pm  
Booking: Call the hotel directly and ask for the AHG rate  
Complimentary Wi-Fi, Breakfast for 4 people, Parking, Fitness Center, Indoor Pool

#### Red Roof Inn – Springfield

155 W. Leffel Lane  
Springfield, OH 45506  
937-325-5356  
Rate: \$87.85/night  
Queen/Queen (2-4 ppl)  
Distance from Cedarville University: 10.2 miles/13 minutes  
Cutoff date: June 26, 2020 @ 11:59 pm  
Booking Link: <http://www.redroof.com> and under Group/promo code type in: **AHGN**.  
Complimentary Wi-Fi, Breakfast, Parking, Indoor Pool

#### Holiday Inn Express & Suites Springfield – Dayton Area

204 Raydo Circle  
Springfield, OH 45505  
937-505-1670  
Rate: \$119/night. If reserving by phone, mention "AHG Group Block"  
Queen/Queen (2-4 ppl)  
Distance from Cedarville University: 10.3 miles/13 minutes  
Cutoff date: June 20, 2020 @ 11:59 pm. Cancel by 6:00 pm on the day prior to arrival  
Check-in: 3:00 pm/Check-out: 12:00 pm  
Booking Link: (click "Check Availability", enter dates of your stay, and click "Check Availability" again.)  
<https://www.hiexpress.com/redirect?path=hd&brandCode=EX&localeCode=en&regionCode=1&hotelCode=SGHSS& PMID=99801505&GPC=AHG&cn=no&viewfullsite=true>  
Complimentary Wi-Fi, Breakfast, Parking, Fitness Center, Indoor Pool

#### Hampton Inn and Suites Xenia Dayton

194 S Progress Dr.

Xenia, OH 45385  
937-347-1029  
Rate: \$117/night  
Queen/Queen (2-4 ppl)  
Distance from Cedarville University: 10.4 miles/19 minutes  
Cutoff date: July 6, 2020 @ 11:59 pm  
Booking Link: [Hampton Inn and Suites Xenia Dayton](#)  
Complimentary Wi-Fi, Breakfast, Parking, Fitness Center

**Hampton Inn Springfield**

1010 W. Leffel Lane  
Springfield, OH 45505  
937-325-8480  
Rate: \$109/night  
Queen/Queen (2-4 ppl)  
Distance from Cedarville University: 11 miles/14 minutes  
Cutoff date: July 6, 2020 @ 11:59 pm  
Booking Link: <https://tinyurl.com/AmericanHeritageGirls>  
Complimentary Wi-Fi, Breakfast, Parking, Fitness Center

**Courtyard Springfield Downtown**

100 South Fountain Avenue  
Springfield, OH 45502  
937-322-3600  
Rate: \$119/night  
Queen/Queen (2-4 ppl)  
Distance from Cedarville University: 12 miles/18 minutes  
Cutoff date: July 6, 2020 @ 11:59 pm  
Check-in: 3:00 pm/Check-out: 12:00 pm  
Booking Link: [Book your group rate for American Heritage Girls Group](#)  
Complimentary Wi-Fi, Breakfast, Parking, Fitness Center, Indoor Pool

**Fairfield Inn and Suites Springfield**

1870 West First Street  
Springfield, OH 45504  
937-323-9554  
Rate: \$109/night  
Queen/Queen (2-4 ppl)  
Distance from Cedarville University: 16.1 Miles/20 minutes  
Cutoff date: June 29, 2020 @ 11:59 pm  
Check-in: 3:00 pm/Check-out: 12:00 pm  
Booking Link: [Book your group rate for American Heritage Girls](#)  
Complimentary Wi-Fi, Breakfast, Parking, Fitness Center, Indoor Pool

**Springhill Suites Dayton Beavercreek**

2663 Fairfield Commons Dr.  
Beavercreek, OH 45431  
937-429-9090  
Rate: \$125/night  
Queen/Queen (2-4 ppl)  
Distance from Cedarville University: 18.2 Miles/27 minutes  
Cutoff date: July 6, 2020, 11:59 pm  
Check-in: 3:00 pm/Check-out: 12:00 pm  
Booking link: [Book your group rate for American Heritage Girls](#)  
Complimentary Wi-Fi, Breakfast, Parking, Fitness Center, Indoor Pool

## **Tent camping, RV or trailer rental nearby**

Note that you must book these options directly. Information is provided here for planning purposes only.

### **John Bryant State Park**

3790 State Route 370  
Yellow Springs, OH 45387  
Reservations: 888-644-6727  
Distance from Cedarville University: 6.5 Miles/8 minutes  
Amenities: 9 electric sites, 52 non-electric sites, latrines, drinking water, dump station

### **Buck Creek State Park**

1976 Buck Creek Lane  
Springfield, OH 45177  
Reservations: 888-644-6727  
Distance from Cedarville University: 16.1 miles/26 minutes  
Amenities: 86 electric sites, 22 non-electric sites, showers, flush toilets, dump stations

### **Frontier Campground**

9580 Collett Rd.  
Waynesville, OH 45068  
Reservations: 937-488-1127  
Distance from Cedarville University: 20.6 miles/26 minutes  
Amenities: RV Sites only – no tent camping, 4 cabins./cottages, showers, flush toilets, dump stations

### **Caesar Creek State Park**

9000 Center Rd.  
Wilmington, OH 45502  
Reservations: 888-644-6727  
Distance from Cedarville University: 21.5 miles/29 minutes  
Amenities: 269 electric sites, 18 full hookup sites, showers, flush toilets, dump stations

### **Fifty Springs Group Campground (Part of Caesar Creek State Park)**

9000 Center Rd.  
Wilmington, OH 45177  
Reservations: 866-644-6727  
Distance from Cedarville University: 21.5 miles/29 minutes  
Amenities: 269 electric sites, 18 full hookup sites, showers, flush toilets, dump stations

### **Thousand Trails RV Resort Campground**

1786 OH-380  
Wilmington, OH 45177  
Reservations: 877-570-2267  
Distance from Cedarville University: 24.9 miles/33 minutes  
Amenities: RV Sites only – no tent camping, 10 cabins, showers, flush toilets, dump stations

