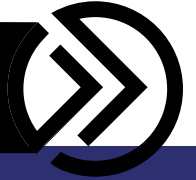


 **FORWARD** conference  
Exhibitor Guide

**2019**

# WHAT IS FORWARD?



Each year, 13,000 people gather to be part of an incredible weekend of worship and fun. Featuring the best worship artists and guest speakers in the world, Forward Conference is a weekend you will never forget.

## Where is Forward Conference?

Forward is held at the Infinite Energy Arena at 6400 Sugarloaf Pkwy, Duluth, GA 30097.

## Who attends Forward Conference?

Over 13,000 people attend Forward Conference every year from 38 states and over 3 different countries. With over 9,000 teens and young adults and 4,000 church leaders in attendance, Forward Conference offers great exposure for your brand.

## Why do people attend Forward Conference?

First and foremost to seek God. In addition, Forward Conference is host to award winning musical guests and world renowned speakers. Past guests include: Jentezen Franklin, Christine Caine, Steven Furtick, Lecrae, Matt Redman, Bethel, Hillsong, Andy Mineo, Carl Lentz, Lisa Bevere, and more.

## How long has Forward Conference been around?

Forward Conference was established in 2004. We've been changing lives for 14 years and counting!

## What are people saying about Forward Conference?

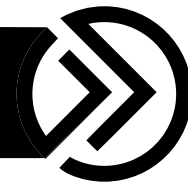
*"I loved every second of Forward Conference! Every person, every song, every speaker, and every session was just outstanding."*

*"Forward Conference is the most amazing thing I have experienced. I finally cut the ropes to my struggles! Thank you Forward and everyone there. Can't wait until next year!"*

*"Forward Conference was simply amazing and you could see the transformation in our youth!"*



# EXHIBITOR PACKAGES



## Trade

**\$800**

- 1 lower concourse booth
- 2 exhibitor passes

## Standard

**\$1,500**

- 1 lower concourse booth
- 2 exhibitor passes
- 1 promotional slide in preservice rotation
- 1 exhibitor swag bag

## Premium

**\$2,500**

- 1 premium booth space
- 2 exhibitor passes
- 1 promotional slide in preservice rotation
- 1 exhibitor swag bag
- Organization representation on Forward Conference website
- 2 entry tickets to Forward 2019

## Gold

**\$5,000**

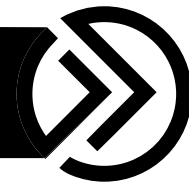
- 1 premium booth space
- 2 exhibitor passes
- 2 promotional slides in preservice rotation
- 2 exhibitor swag bags
- Organization representation on Forward Conference website
- 2 entry tickets to Forward 2019
- 1 Facebook promotional post to Forward followers

## Marquee

**\$10,000**

- 1 premium booth space
- 4 VIP Backstage Passes
- 1 promotional video to show prior to one service
- 2 promotional slides in preservice rotation
- 4 exhibitor swag bags
- Organization representation on Forward Conference website
- 10 entry tickets to Forward 2019
- 1 Facebook promotional post to Forward followers
- 1 VIP parking pass

# EXHIBITOR POLICIES



## Booth Specifications:

- Booth Space is 10' wide x 6' deep
- One (1) 8 foot table and two (2) chairs will be provided
- Electricity is available upon request.

## Display Restrictions:

- Booth displays cannot exceed 6' from wall x 10 feet width. Exhibitor/Sponsor(s) is responsible for any backdrops, tablecloths, table skirts or additional visual display.
- There is no official height restrictions; however, please be cautious of fire hazards or the possibility of damage to walls or ceiling.
- Any booth set-up that interferes with other displays may be asked to dismantle part of their exhibit. Please be sure that your representative(s) is able to assemble/disassemble your exhibit as only registered Forward Exhibitors will be allowed in the exhibit area prior to the conference.
- Blocking of any Fire Exit is prohibited. No fire suppression equipment shall be obstructed or concealed. No Welding equipment, open flames, smoke emitting materials as part of an exhibit, fireworks or explosives are prohibited.
- Helium balloons, glitter, confetti, adhesive backed decals, stickers, or any other decorative items are prohibited. All decorative materials must be flame retardant. Decorations may not be taped, nailed, tacked or otherwise fastened to ceilings, painted surfaces, or columns.

## Schedules and Deadlines:

**Friday, June 7**  
*Registration Deadline*

**Friday, June 14**  
*Graphics Deadline*

**Wednesday, June 26 9am to 5pm**  
*Exhibitor Load-In*

**Thursday, June 27 9am to 1pm**  
*Exhibitor Load-In*

**Thursday, June 27 5pm to 9pm**  
*Arena Open*

**Friday, June 28 8am to 12pm**  
*Arena Open*

**Friday, June 28 5pm to 9pm**  
*Arena Open*

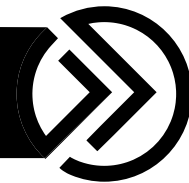
**Saturday, June 29 8am to 12pm**  
*Arena Open*

**Saturday, June 29 3pm to 6pm**  
*Arena Open*

**Saturday, June 29 6pm**  
*Exhibitor Load-Out*

*\*All times are tentative. Final load-in, exhibitor times and load-out times will be included in your confirmation.*

# EXHIBITOR POLICIES



## **Internet Access:**

Forward cannot guarantee that you will have internet access in the arena. If this is a necessary part of your booth please purchase wireless or hardwired internet directly from the Infinite Energy Arena at [www.infiniteenergycenter.com/rent-the-center/exhibitors/online-service-order](http://www.infiniteenergycenter.com/rent-the-center/exhibitors/online-service-order).

## **Distribution/Merchandise:**

No food or beverages may be distributed by exhibitors. Forward exhibitors may hand out brochures and other approved materials. Approved merchandise may be offered for sale.

## **Security:**

Booth security is the responsibility of each exhibitor. Please plan to cover your display when not exhibiting and remove any key items overnight. Forward is not responsible for loss or damage to booths, distribution items or other supplies.

## **Damages:**

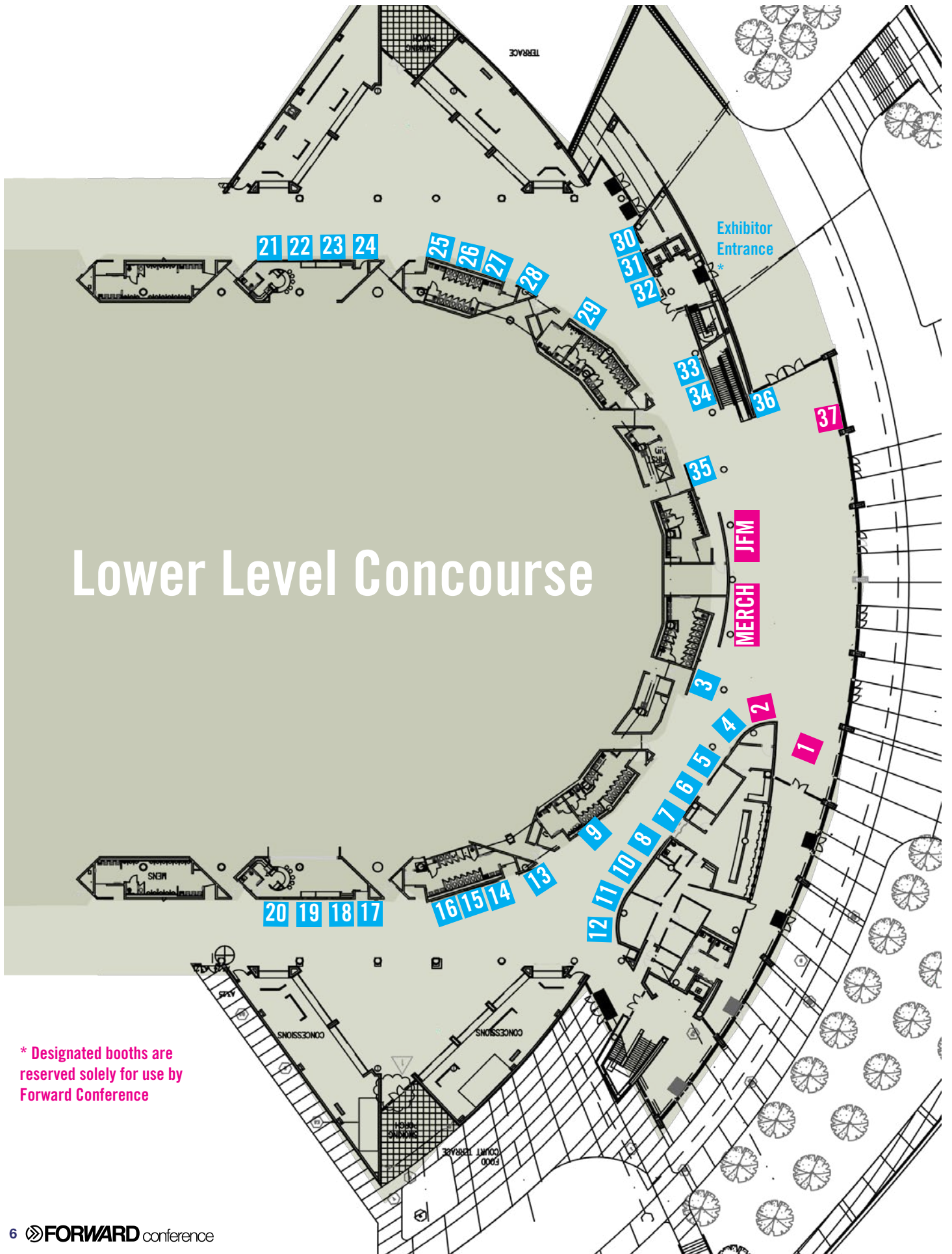
Client is responsible for any damages to the building, furnishings or equipment. Damages of any kind should be reported promptly to the Center's Security Department.

## **Exhibitor Passes:**

Exhibitor passes are intended to be used by the persons manning your booth space. One additional exhibitor pass may be available with advance notice. Giving your passes to others outside of your organization is prohibited and will forfeit your exhibitor fee and booth.



# Lower Level Concourse



\* Designated booths are reserved solely for use by Forward Conference

 **FORWARD** conference  
2019 Exhibitor Request

**Organization**

**Contact Name**

**Address**

<b>City</b>	<b>State</b>	<b>Zip</b>
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**Phone/Cell**

**Email**

<b>On-site Representative 1</b>	<b>On-site Representative 2</b>
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**Representative Arrival Time & Date**

**Exhibit Information**  
*Please provide a brief description/summary of literature and/or merchandise to be distributed*

**Exhibitor Level:**       Trade       Standard       Premium       Gold       Marquee

**Electricity:**       Yes       No

**Date of Exhibit:**       All Days       June 27       June 28       June 29

*Payment and agreement due on or before Friday, June 7.*

**Exhibitor agreement:**

It is agreed that you, the Forward Conference exhibitor, have read and agree to uphold all of the responsibilities detailed in the accompanying Forward Conference Exhibitor Information. This includes all responsibilities regarding space, setup/tear down, electricity, literature, merchandise, and scheduling. It is agreed that you, the exhibitor, will defend and hold harmless Free Chapel, sponsors of Forward Conference, from all claims and liabilities for any loss, damage, or injuries that may occur to the exhibitors, their property or the exhibitor's employees, from any cause whatsoever, prior to, during or subsequent to the period covered from this responsibility and agree to indemnify the same against any and all claims for such loss, damage or injury. Security will not be provided for the exhibit itself.

**Authorizing signature:**

**Date:**

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**For credit card payments:**

Contact Free Chapel at 678.677.8300

**For check payments, make payable to Free Chapel and mail to:**

Free Chapel

Attn: Accounts Payable

1290 McEver Rd.

Gainesville, GA 30504

**Please return this completed form to:**

[allyson.beaucamp@freechapel.org](mailto:allyson.beaucamp@freechapel.org)

**WWW.FORWARDCONFERENCE.ORG**



 **FORWARD** conference