SOUTHEAST

School Counselor *and* **Administrator**

Leadership Institute

Collaborating for Student Success!

February 21-22, 2027

RENAISSANCE ORLANDO AT SEAWORLD

CALL FOR EXHIBITORS

SOUTHEAST
School Counselor *and* **Administrator**
Leadership Institute

February 21-22, 2027
RENAISSANCE ORLANDO AT SEAWORLD

Collaborating for Student Success!

You're Invited!

The National Center for Youth Issues (NCYI) cordially invites you to join us as an exhibitor for the **2027 Southeast School Counselor and Administrator Leadership Institute.** This institute will bring together school counselors and administrators from all over the Southeast looking for information from organizations like yours that can help them to do their jobs better. Insights, inspiration, and effective plans of action from various speakers will be presented during the Institute. Don't miss this tremendous exhibiting and networking opportunity!

- **Exhibits located in the center of all the activity!**
- **Special rates on hotel room reservations! (See application for more details)**
- **Save $50 if you register by November 30, 2026**

See schematic to plan your best location for your table. Please mark your 1st, 2nd, and 3rd choices, and understand these tables will be assigned in the order in which the application and payment are received. **SPACE IS LIMITED – SIGN UP TODAY!!** If you have any questions please call 866-318-6294 or email sescali@ncyi.org.

500+ ATTENDEES!

What Your Organization Receives:

- **One 6' x 30" skirted table and two chairs**
  (please see floor plan to mark your 1st, 2nd and 3rd choices for table location)
- **One full Institute registration per table purchased (includes all meals and breaks)**
  You may add **ONE** additional representative per table for $100 (food privileges only, Institute registration is not included). You may only register 2 people per table.
- **Listing in the Institute App**
  Payment and application must be received by January 21, 2027

Questions??
Call **866-318-6294** or e-mail **sescali@ncyi.org**

Quality Exhibitor Time!

30 minutes of EXCLUSIVE attendee exhibit viewing time between breakout sessions!

Who Will Attend?

- Elementary School Counselors
- Middle School Counselors
- High School Counselors
- Post-Secondary Ed Counselors
- Administrators
- Principals
- Career & College Coordinators
- Social Workers
- Counselor Educators

Exhibitor Agenda

Set Up
2/21/2027 9:00 am – 12:00 pm

Exhibits Open
2/21/2027 12:00 pm – 5:00 pm
2/22/2027 7:30 am – 4:00 pm

Tear Down, 4:00 pm – 6 pm

Booth Pricing

Save $50 if you register by November 30, 2026

Per Exhibit Table $500 each

You may add **ONE** additional representative per table for $100 (food privileges only, Institute registration is not included). Payment must be included with Exhibitor Application to receive this special price for an additional exhibit staff member.

Southeast School Counselor and Administrator Leadership Institute
Orlando, Florida • February 21-22, 2027
EXHIBITOR APPLICATION (PLEASE PRINT)

Application for exhibit space at the 2027 Southeast School Counselor and Administrator Leadership Institute indicates the applicant's willingness to abide by exhibit terms and general regulations, as Management deems necessary to the success of the exhibition, as long as this does not materially alter the exhibitor's contractual rights. Reference the enclosed *Institute Exhibitor Agreement*. This application will become a contract when a confirming return email is sent by an SE SCALI authorized representative. Full payment should accompany this application. Federal and state agencies may defer payment if a purchase order is submitted with the application.

Space Requested: Exhibit space will consist of a 6' x 30" skirted table and two chairs. Exhibitors requiring electrical, computer hook-up and phone outlets must make their own arrangements with Renaissance Orlando at Seaworld. Further information concerning this and shipping information will be sent via email with the exhibitor confirmation.

Organization Name (as it is to appear in the Institute App)

Website

Street Address

City State Zip

Contact Name for Exhibiting Correspondance

Phone

Email

Number of tables purchased _____

TABLE #1

Table #1 Name of Primary Representative

Phone Email

Table #1 Name of Additional Representative *(add $100)*

TABLE #2

Table #2 Name of Primary Representative

Phone Email

Table #2 Name of Additional Representative *(add $100)*

TABLE #3

Table #3 Name of Primary Representative

Phone Email

Table #3 Name of Additional Representative *(add $100)*

REQUIRED
EXHIBITOR TABLE LOCATIONS
See floor plan for reference.

Choose 5 tables or range of tables where you prefer to be placed. If none of your choices are available, you will be assigned the nearest available table. Please note that tables labeled "SP" are reserved for sponsors. Tables will be assigned in the order they are received and paid for.

CHOICE 1 CHOICE 2 CHOICE 3 CHOICE 4 CHOICE 5

☐ PLEASE CHOOSE FOR ME.

Save $50 if you register and pay by November 30, 2026!

Exhibitor Tables Standard Rates
$500 each

Payment due by January 21, 2027

	Quantity	Amount
Exhibitor Tables		
Additional Table Rep. - $100 *(Limit 1 per table purchased)*		
Less the Early Bird Discount - $50 *(Good through November 30, 2026)*		
TOTAL DUE:		

METHOD OF PAYMENT

☐ **CHECK**
Please make check payable to NCYI, and mail it, along with this completed application to:
NCYI • P.O. Box 22185, Chattanooga, TN 37422-2185

☐ **CREDIT CARD**
☐ Visa ☐ MasterCard ☐ Discover ☐ American Express

Card # _____

Name on Card _____

Billing ZIP_____ Expiration _____ 3-Digit Sec. Code _____

Signature _____

Email _____

If you pay by credit card, you may either mail (see address above), fax, or scan/email your completed application to:
FAX: 423.899.4547 / Scan/Email: sescali@ncyi.org

REFUND POLICY:
See Section 12 on the "Institute Exhibitor Agreement"

HOTEL RESERVATION INFORMATION:
SE SCALI will be headquartered at the Renaissance Orlando at Seaworld. You may go to the hotel's on-line reservation system by following the link from the Institute webpage at www.ncyionline.org/sescali

Questions? Contact NCYI at 866-318-6294

Southeast School Counselor and Administrator Leadership Institute

Renaissance Orlando at Seaworld • Orlando, Florida • February 21-22, 2027

PLEASE LIST YOUR PREFERENCE FOR BOOTH LOCATION ON YOUR APPLICATION.

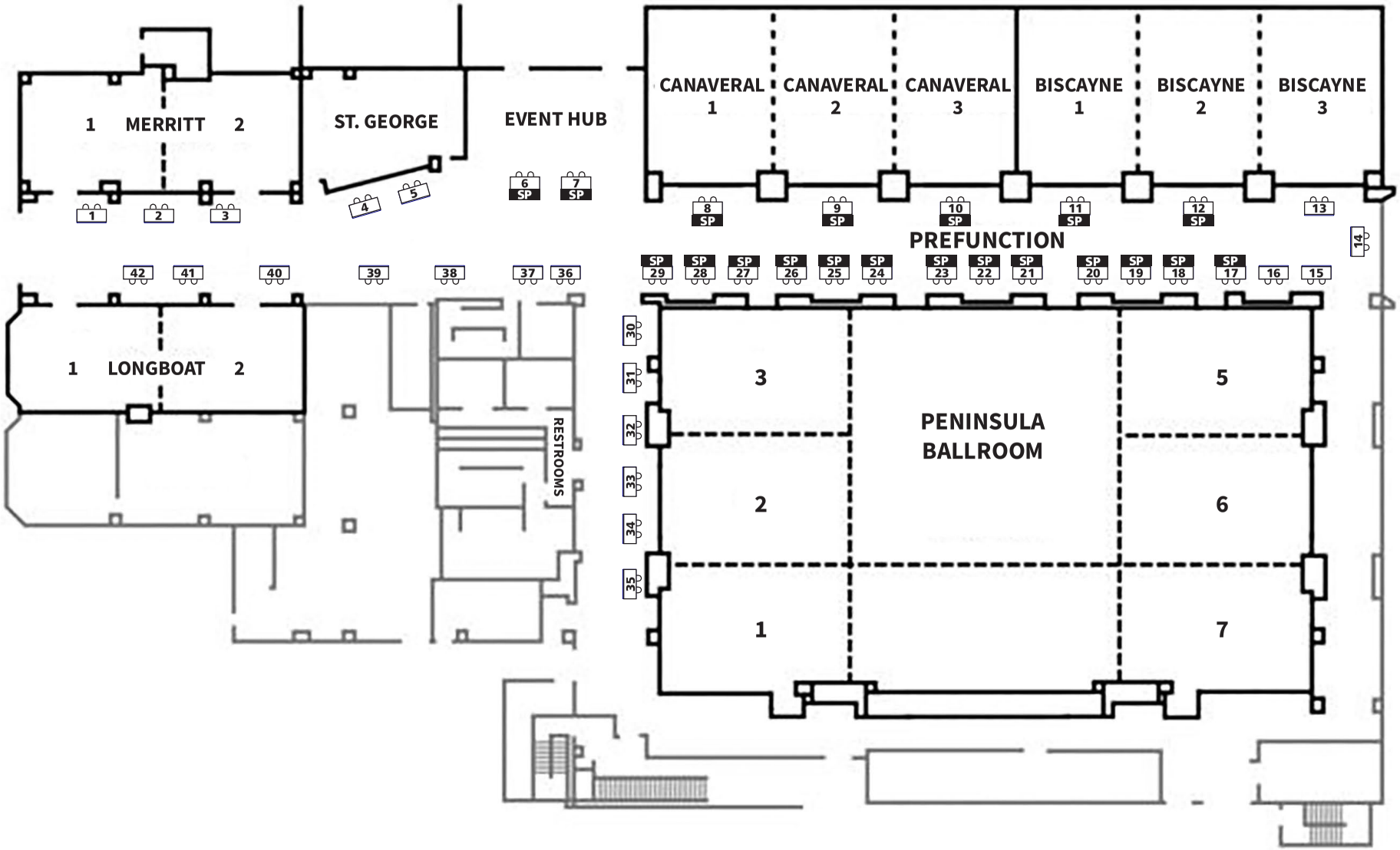
Please note exhibit spaces will be assigned in the order they are received and paid for.
Drawing is not to scale and the position of the tables may vary from this drawing somewhat.

Please note that tables labeled "SP" are reserved for sponsors.

SP = Tables Reserved for Major Sponsors

For sponsor opportunities, please contact: **TStarks@ncyi.org**

PENINSULA WING



Southeast School Counselor and Administrator Leadership Institute

Renaissance Orlando at Seaworld • Orlando, Florida • February 21-22, 2027

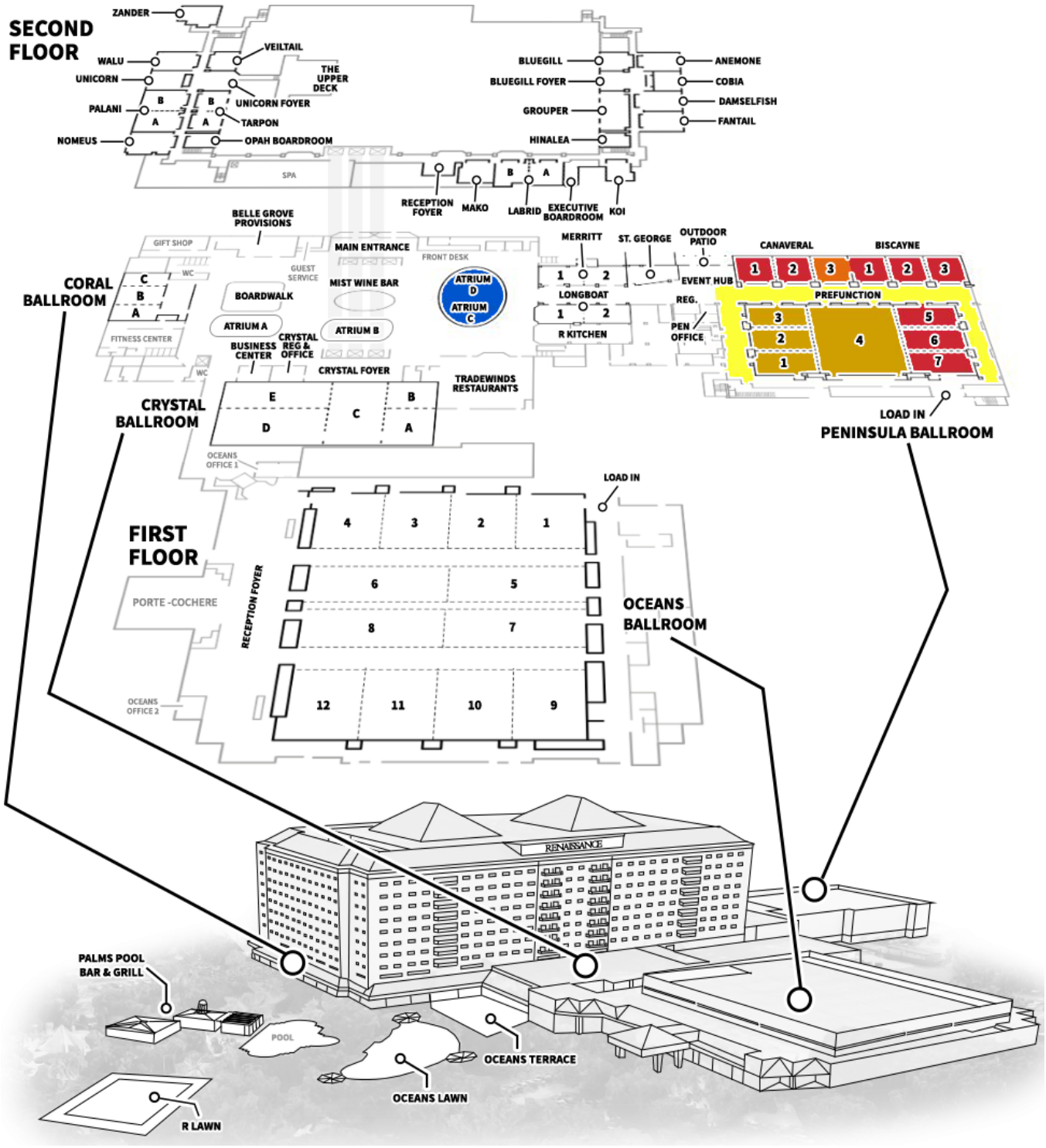
General Session

Office

Exhibits and Registration

Welcome Reception

Breakouts
Peninsula 6 & 7- Preconference Sessions



SOUTHEAST
School Counselor and Administrator
Leadership Institute

February 21-22, 2027
RENAISSANCE ORLANDO AT SEAWORLD

Collaborating for Student Success!

Institute Exhibitor Agreement

1. Assigning Tables
Table locations are assigned on a first-come, first served basis. National Center for Youth Issues (NCYI) reserves the right to change location assignments at any time, as it may in its sole discretion seem necessary.

2. Exhibitor Agenda
Exhibitor Move-In:
February 21, 2027, 9:00 am – 12:00 pm
Exhibit Hall Open:
February 21, 2027, 12:00 pm – 5:00 pm
February 22, 2027, 7:30 am – 4:00 pm
Exhibitor Move-Out:
September 22, 2027, 4:00 pm – 6:00 pm

3. Installation & Removal
All exhibits shall be operational through 4:00 pm on February 22. Thereafter, packing and removal shall be done as quickly as possible. Exhibitors shall not deface or harm the property in which the exhibits are housed. Nothing shall be tacked, nailed or screwed to walls, floors, columns or other parts of the convention center without the permission of the NCYI and the convention center.

4. Storage
Crates, boxes and packing materials shall be stored away from the display area. Packing materials must be kept in the crates and boxes. Materials in violation of this rule will be considered refuse and discarded. Fire regulations must be strictly followed.

5. Use and Care of Exhibit Space
No part of an exhibit shall obstruct the view of adjacent exhibits. Exhibits shall not be unduly noisy, glaring or otherwise objectionable. Audiovisual and other sound effects will be permitted only where and when they do not interfere with activities in adjacent tables. The Exhibitor shall maintain his exhibit in good order at his own expense. Exhibitors shall comply with any municipal, state and federal laws, rules and regulations, including, but not limited to, fire and safety codes, building codes, the requirements of the Americans with Disabilities Act and all laws relating to access by disabled persons.

6. Prohibited Activities
The following activities are prohibited by any Exhibitor: The sale or any gift of intoxicating beverage. Conducting lotteries, raffles or drawings, except when gratis to persons registering.

7. Subletting Space
Exhibitors may not sublet or assign any part of their exhibit space nor advertise or display goods or services other than their own. Exhibition advertisements and displays must conform to the statement in the Exhibitor's application describing displays.

8. Failure to Occupy Space
Unless prior approval for delayed occupancy is received from NCYI, any exhibit table not occupied by 7:30 am on February 22 will be forfeited by the Exhibitor, and may be reassigned or used by NCYI without refund to the Exhibitor.

9. Social Functions
Exhibitors may not conduct social functions in the exhibit area or in public areas of the hotel during the Institute unless approved by NCYI. Social functions shall be scheduled at a time which will not interfere with NCYI's scheduled Institute activities.

10. Security
Exhibitors shall exercise reasonable care for the protection of their materials and display in the designated exhibit area. NCYI officers, directors, members and staff are not responsible for the safety of the Exhibitor, his agents or employees, or harm or damage to such persons resulting from theft, fire, accidents or any other cause. Exhibitors are required to provide all insurance and/or policy riders necessary to cover all exhibits.

11. Cancellation or Relocation of Institute
If NCYI fails to hold its Institute as herein provided, relocates its Institute site to another hotel or city or fails to furnish Exhibitor exhibit space as stated herein, it shall refund to Exhibitor in full settlement of any loss of damage suffered or claimed by Exhibitor.

12. Cancellation by Exhibitor
If the Exhibitor notifies NCYI in writing by January 21, 2027, that it will not occupy the exhibit space stated herein, the Exhibitor will be liable for 50 percent of the exhibit fee. Exhibitors will be responsible for 100 percent of the exhibit fee if such notice is received after that date.

13. Liability and Indemnity
Exhibitor agrees to assume sole responsibility and liability for all damages and injuries arising out of, resulting from or in any manner connected with its exhibit (including installation and dismantling) that may be suffered by (a) Exhibitor and its employees and representatives (b) other Exhibitors and their employees or representatives, (c) Institute participants, guests or visitors, (d) the hotel and the owners, employees and representatives thereof and (e) any other persons lawfully on or about the Institute premises.

Exhibitor agrees to indemnify and hold harmless NCYI, its members, directors, officers, employees, agents, affiliates, successors and assigns, from and against any and all liabilities, obligations, losses, damages, penalties, actions, judgments, suits, costs, expenses, including reasonable attorneys' fees or disbursements of any kind or nature whatsoever, which may be imposed on, incurred by, or asserted against NCYI in any way relating to or arising out of this Agreement and/or Exhibitor's use of exhibit spaces at the Institute. The Exhibitor further agrees to obtain, maintain and pay for general insurance coverage in amounts sufficient to insure against liability assumed pursuant to the provisions of this section.

NCYI shall not be liable for failure to deliver exhibit space to an Exhibitor as contracted for herein due to causes beyond NCYI's control. In such event, NCYI will reimburse fees paid hereunder, less expenses incurred by NCYI including advertising, administration and related expenses.

14. Violations
In the event of violation of this Agreement, NCYI may evict Exhibitor from the exhibit space and/or have exhibit materials removed. No fees will be returned to Exhibitor and the Exhibitor shall be liable to NCYI for the costs associated with such eviction, less fees paid. In addition to the remedies provided in this Agreement, NCYI shall have and may exercise all other remedies afforded to it by law for costs or damages suffered on account of such violations.

15. General Rules
Exhibitors must confine their activities to their contracted space. Exhibitors shall follow all rules and regulations of the Institute hotel and NCYI relating to the Institute.