

2016 FAQs

Venue: Best Western Ramkota Hotel, 1901 9th Avenue SW, Watertown, SD, 57201. A block of rooms has been reserved at the Ramkota Hotel at a rate of \$89.99 + tax single/double occupancy. Call the hotel directly at 605-886-8011 and specify the SDLA Conference. Reservations must be made by Aug. 29, 2016 to receive the conference rate.

Dates: September 28-30
Set-Up: 9:00 a.m. Sept. 28th; all booths must be set up by 4:45 p.m.
Exhibits: Opening exhibits reception Sept. 28th from 5:00 - 6:30 p.m.
Sept. 29th from 9:00 a.m. - 3:30 p.m.; with 1 no-conflict time
Dismantling: After 3:30 p.m., Sept 29th

Confirmations will be sent by email upon receipt of registration. Booth assignments will be available at set-up.

Security: The convention center will be locked at the end of events for the day to ensure the security of the exhibit booths.

Shipping and Storage: Materials may be received by the Event Center three days prior to the event. All items are to be addressed to the SDLA, Attn: "your name/company" and should note the event date and be marked "hold for arrival". You are responsible for any postage, shipping and freight charges. The event center does not provide return shipping for any items left at the center. Please coordinate deliveries through the catering department at 605-886-6127 ext. 189.

Sponsorships: This year we have introduced new structured sponsorship levels located on the reverse of this page. For questions, please contact kwibbels@cityofyankton.org

Utilities/Internet access: Wireless Internet and electricity available in the exhibits area at no extra charge

Online Registration: SDLA website at <http://www.sdlibraryassociation.org/> under "Conference"

Late Registration fee of \$50 for registrations postmarked or electronically received after Aug. 15. Requests for refunds will be honored through Sept.1 minus \$50 processing fee.

Fees: **\$450 Booth Package with electricity and Internet**
Draped 8 x 10 booth with pipe & drape
1 – 6 ft draped table & 2 chairs
1 – ticket to Thursday breakfast and lunch
Listing in final program

\$90 Draped table with electricity and Internet
(Educational institutions and organizations only)
1 - 6 ft draped table & 2 chairs
Listing in final program

Additional questions? Please contact:
Stephanie Brewer, SDLA Executive Secretary/Treasurer,
605-641-2079, SDLibraryAssociation@gmail.com