



# STEM & Digital Media Arts Showcase and Competitions

April 13, 14 and 15, 2012



## Student/Class Exhibitor Application

OC Fair & Event Center, 88 Fair Drive, Costa Mesa, CA 92626

Vital Link and its partners are taking the lead in connecting students to career options in the areas of **Science, Technology, Engineering, and Math (STEM)** and the **Digital Media Arts (DMA)** related professions. This program brings together student work, industry demonstrations and exhibits, college connections, and nonprofit volunteer opportunities for students to use their skills today to build a resume. For more information contact Vital Link.

**My students would like to exhibit their STEM or Digital Media Arts work product at the Showcase. We understand this is an application and is subject to the approval of Vital Link and not a guarantee of a space in the Showcase.**

**YES**, I want to apply as an **Exhibitor**    **Number of students participating :** \_\_\_\_\_    **Adults** \_\_\_\_\_

**Dates of participation:**     April 13th (Fri)     April 14th (Sat)     April 15th (Sun)

**Program Time:** Friday 9:00 am - 3:00 pm    Saturday and Sunday 10:00 am - 5:00 pm

**Our organization would like:**     Request Power     Internet Wireless access (no charge)

Indoor space     Outdoor space

### Indoor/Outdoor Exhibit Areas

Indoor Exhibit basic space is 10' x 10' (additional space based on availability). Outdoor space is customized to meet your needs. Included are: (1) 6' table, (1) chair, parking permits, wireless internet access, and access to power upon request. You will be listed in the Showcase Program and promotional materials. To secure additional items, please complete the registration form.

ITEM	#/Size	Amount
Middle/High School Registration Rate		No charge
Extra Tables 6 foot		No charge
Extra Chairs		No charge
Canopy (see Info Sheet for cost)		
<b>TOTAL Registration Fee</b>		

**Space Size Request:** \_\_\_\_\_

**Special Needs or Requirements:** \_\_\_\_\_

**Main Contact :** \_\_\_\_\_ **Title:** \_\_\_\_\_

**School/Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

## STEM & Digital Media Arts Showcase and Competitions

### Registration Form

**Registration Deadline: FRIDAY March 16, 2012.** Any registration received after the deadline may not be included in promotional materials or the program. The space allocation is done on a first come, first served basis and it is highly recommended that you make your space registration as soon as possible to maximize your organization's exposure.

**Additional Attendees:** Because of the interaction with youth, you will be required to provide us with a complete list of the names and addresses of all adults who will be working at your exhibit area during the event. (Please use an additional sheet of paper if needed.)

Legal Name including middle initial	Home Street Address City, State, Zip

**Parking permits:** Please let us know the total number of attendees and number of Parking Permits you will need for each day of the event.

Attendee #: Fri \_\_\_ Sat \_\_\_ Sun \_\_\_      Parking Permit #: Fri \_\_\_ Sat \_\_\_ Sun \_\_\_

**Description:** Please provide a complete description of your exhibit and/or activity schedule (use additional pages if necessary):

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**School Logo:** Please provide us with your logo (in jpeg format, high resolution, if possible) via email. Your logo will be used on our website, on the Schedule of Activities on the Big Screen in Building #10 and other promotional material. Deadline March 16, 2011. Logos received after the deadline may not be incorporated in printed materials.

**STEM & Digital Media Arts  
Showcase and Competitions**  
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**Exhibitor Fact Sheet**

**Thank you** for applying to be an exhibitor for the **STEM and DMA Showcase and Competition**. The following information is intended to assist our applicants in preparing for the event. Once the application is received and reviewed you will be notified of your application acceptance. Please contact the Vital Link office if you need additional support - 949-646-2520, or email [Jorge@vitallinkoc.org](mailto:Jorge@vitallinkoc.org) or [Kathy@vitallinkoc.org](mailto:Kathy@vitallinkoc.org).

**Location:** OC Fair & Event Center, 88 Fair Drive, (Building #10 and adjacent parking lot), Costa Mesa, CA 92626. See attached site map for access and program building locations.

**Check in Location:** Enter Building #10 from the west side of the building. There will be an exhibitors check in table by the front door between the hours of 6:00 am to 9:00 am each day.

**Food Service** is available at the Fairgrounds concession stands or you may bring your own food. An Exhibitor Break Area will be available (except for the hours of 11:00 am - 1:30pm on Friday, April 13, 2012).

**Set-up Dates:** Exhibitors can have access to the event building and outdoor areas beginning on Thursday, April 12th and pre-event hours each of the three event days. You must schedule your access and set up times with Vital Link in advance. Jorge or Kathy can assist you in this process 949-646-2520.

**Set-up Hours:** **Thurs 4/12:** 7:00 am - 7:00 pm      **Fri 4/13:** 6:00 am - 8:30 am  
**Sat 4/14:** 6:00 am - 9:30 am      **Sun 4/15:** 6:00 am - 9:30 am

**Program Hours:** **Fri 4/13** - 9:00 am - 3:00 pm    **Sat 4/14** - 10:00 am - 5:00 pm    **Sun 4/15** - 10:00 am - 5:00pm

**Tear Down Hours:** **Fri 4/13** - 3:00 pm - 6:00 pm    **Sat 4/14** - 5:00 pm - 7:00 pm    **Sun 4/15** - 5:00 pm - 7:00 pm

**Security :** Building #10 will be locked at night. Leaving items out overnight will be at your own risk.

**Registration Submittal:** Please return completed pages 1 and 2 of the application form to Vital Link.

**Registration Deadline:** March 16, 2012 (Space assignments will be made on a first come, first served basis. Registrations received after 3/16 will be accepted on a space available basis only.)

**Fax form to:** 949-646-2523 or **e-mail to** [Jorge@vitallinkoc.org](mailto:Jorge@vitallinkoc.org)

**Mail form and check to:** Vital Link, P.O. Box 12064, Costa Mesa, CA 92627

**Credit Card payment:** Can be accepted online at [www.vitallinkoc.org](http://www.vitallinkoc.org) Click on the donate button.

**Vital Link is a 501 ( c ) 3 organization. Tax ID#33-0632256**

## STEM & Digital Media Arts Showcase and Competitions

### Exhibitor Fact Sheet

#### EQUIPMENT AVAILABILITY AND COSTS:

##### Indoor Space:

The basic space is **10' X 10'** . Expanded spaces are available . Contact [Jorge@vitallinkoc.org](mailto:Jorge@vitallinkoc.org) or [Kathy@vitallinkoc.org](mailto:Kathy@vitallinkoc.org) or by phone at 949-646-2520 to design a custom space to meet your needs.

##### Outdoor Space:

There is a large parking lot and open grass/dirt area available to house your demonstration/exhibit requirements. All spaces will be custom designed to meet your needs.

##### Canopy Pricing for Outdoor exhibits

You may bring your own canopy or you may rent a canopy, including the side walls, by completing the Registration Form with the size and flat rate for a 3 day price:

**10 x 10 = \$100, 10 x 20 = \$150, 20 x 20 = \$180, 20 x 30 = \$265, 20 x 40 = \$320, 20 x 50 = \$ 420, 20 x 60 = \$500**

##### Tables/Chairs

We encourage you to bring your own equipment when possible. Each of the exhibits spaces will be provided with (1) 6' foot table and (1) chair. Additional chairs and tables are available upon request. Please list the number of additional tables and chairs on the application form.

##### Internet Access

The building and outside area has **wireless connectivity**. Please check the box on the Registration Form if you want to use the system and Vital Link will **provide you with an Internet Access Code**. There is also **wired connectivity** inside of the building for anyone who needs more bandwidth during the event. There will be a cost to lay out the cable to your exhibit area and **Vital Link can obtain a quote from the OC Fair & Event Center** for the estimated costs. Please make your request for wired connectivity on the Registration Form and Vital Link will assist you in the process.

##### Technology:

Vital Link is using **Gear Connection** as a technology equipment provider for projectors, and screens. They will be delivering and picking up the equipment at the beginning and end of each day as needed. If you want to use the same provider you may contact them and rent your equipment directly. If you choose to use the same provider **your contract will be with Gear Connection directly, (714) 593-9861 [www.gearconnection.com](http://www.gearconnection.com), and Vital Link will not be a party to the agreement between you and the provider. Vita Link will not be responsible for any technology equipment that you are renting and will not be liable for any damage or issues that arise from your contract with the equipment provider.**

##### Access to Power:

There will be power accessible near your exhibit area. **You must supply your own power cords and surge protectors.** (average distance to an outlet is 15 feet) If your exhibit uses an unusual amount of power, please advise us of this requirement in the **Special Requirements** section of the **Registration Form**.

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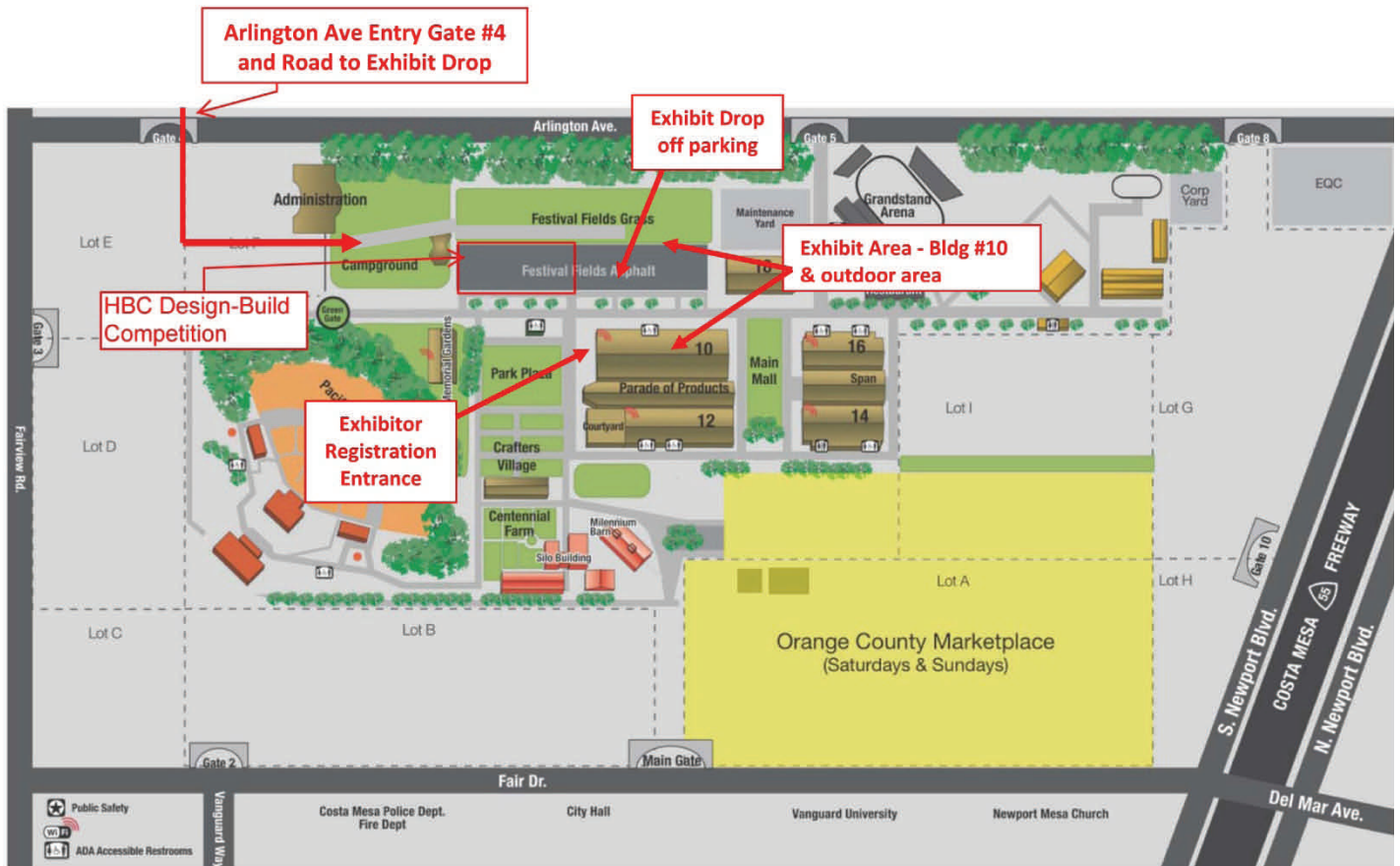
Contact Us at : Vital Link P.O. Box 12064, Costa Mesa, CA 92627

Jorge Saucedo, [Jorge@vitallinkic.org](mailto:Jorge@vitallinkic.org) or Kathy Johnson, [Kathy@vitallinkoc.org](mailto:Kathy@vitallinkoc.org) Phone: 949-646-2520

## STEM & Digital Media Arts Showcase and Competitions

### Site Map

Orange County Fair & Event Center  
99 Fair Drive, Costa Mesa, Ca 92626



### Access to drop off exhibit equipment and displays:

Enter the OC Fair & Event Center from Arlington Ave through the Entry Gate #4. If the parking attendant is at the entrance, show them your parking permit and tell them you are an exhibitor going to Building #10. Once you are in the parking lot, turn left and drive through the gate at the left side of the Administration building.

Once through the gate drive straight ahead towards the OC Fair buildings beyond the interior parking lot. Drive to Building #10. Park your car in the lot north of the building. Be sure to put your parking permit on the dashboard. If you forget your permit, please tell the person at the Check in desk at the time of registration.

Contact Us at : Vital Link P.O. Box 12064, Costa Mesa, CA 92627

Jorge Saucedo, [Jorge@vitallinkoc.org](mailto:Jorge@vitallinkoc.org) or Kathy Johnson, [Kathy@vitallinkoc.org](mailto:Kathy@vitallinkoc.org) Phone: 949-646-2520