



ONTARIO MODERN LANGUAGE  
TEACHERS' ASSOCIATION  
ASSOCIATION ONTARIENNE DES  
PROFESSEURS DE LANGUES VIVANTES  
SINCE / DEPUIS 1886

Advocacy.  
Best Practice.  
Collaboration.  
Promotion.  
Pratiques exemplaires.  
Partenariats.

Dear Exhibitor:

We are pleased to welcome you to the 2019 OMLTA/AOPLV Spring Conference being held on Friday, March 20 – Saturday, March 30, 2019. As always, *this year's conference is a two-day event (Friday and Saturday), but you will have Thursday afternoon to set up your exhibit materials.*

As always, the serving of alcoholic beverages is not permitted in the exhibit area.

This year, exhibitor fees will include one buffet lunch (Friday) and one warm breakfast (Saturday). Additional buffet lunches can be purchased for **\$50 each** and **must be pre-ordered**. Names must be provided for each lunch so that tickets can be properly issued. Please include payment for any lunches you wish to purchase. Saturday lunch boxes can be pre-ordered at \$40 tax included. Specify the number of lunches that you would like to order and ask about the lunchbox option. Once the order is received we will follow-up with a payment option. Please contact **Sonia Blanchard via email at [omlta@omlta.org](mailto:omlta@omlta.org)** to arrange meals prior to **March 17th, 2019**.

#### EventMobi APP:



In our attempts to be more cognisant of our carbon footprint and impact on the Earth, we are doing our share and going paperless with the conference programme, schedule, and various bulletins for the event by using the app EventMobi. The app is free and accessible for Apple and Android users on both smartphones and tablets as well as on Internet browser. The conference schedule, locations, and exhibitor information will be posted and accessible on the app to all participants and notifications of updates/changes to the schedule can be sent to participants and exhibitors if necessary. Using the app in this way will allow everyone to easily choose their sessions and budget their time accordingly to attend exhibiting hours. *We highly encourage you to download the app to access your company's profile. Please update information about your exhibit in your profile, and follow the event in real-time as it progresses.*

**EXHIBIT HOURS:**

**SET-UP TIME:** Thursday, March 28: 12:00 p.m. - 5:00 p.m.

**All exhibitors are required to check in at the OMLTA registration booth PRIOR to setting up, between noon and 4:00 p.m.**

**EXHIBIT HOURS:**

All booths must be open and staffed during the following hours:

Friday, March 29: 8:00 a.m. - 7:00 p.m.

Saturday, March 30: 8:00 a.m. - 4:30 p.m.

**DISMANTLE TIME:** Saturday, March 30: 5:00 p.m.

**All exhibits must be staffed and must remain open until the official closing hour. Early dismantling of exhibits is disruptive to the conference. Therefore exhibitors may not pack, tear down, or remove any portion prior to the official closing at 4:30 p.m. on March 30. Exhibits must be removed from the exhibit area no later than 6 p.m. on Saturday, March 30.** Delegates will be encouraged to select a block of time to visit exhibitors.

The hotel is not able to provide advanced/post conference storage. All exhibitors will be asked to bring exhibitor material to the hotel and remove it immediately following the conference. Each exhibitor will be responsible for moving your boxes to your exhibit space upon your arrival. This year the venue does not have any storage capacity. Stronco will provide storage for vendors at their warehouse. If you require storage, please contact Stronco at 905.270.6767 x 2322.

**PASSPORT PROGRAM**

After the positive reception from last year's spring conference, the Passport Program will be taking place again and will include all exhibitors. This BINGO-style card includes riddles and guiding questions about all exhibitors that will lead delegates to the booths and receive a signature. As delegates try to collect as many signatures as possible to complete their card, they will be generating a steady flow of traffic and many opportunities for you to promote your educational materials and services. Once delegates have completed their card, they will submit it to a conference committee member for a chance to win a prize. We thank you again for your generosity in contributing a door prize to support this purpose!

**PASSPORT PROGRAM DOOR PRIZES**

Every year our delegates look forward to the excitement of being a prize winner. Please drop off your door prize at the time of your registration. An OMLTA Committee member will also be available to pick up the door prize from you during your set-up and at the conference Friday morning.

### **2019 SPONSORS - Promotional Material**

If you are a sponsor, we are pleased to accept one promotional material to be included in our delegate conference bags. Please connect with Sonia Blanchard to arrange delivery of these materials **prior to Thursday March 28th, 2019.**

### **ACCOMMODATION**

The special link to book accommodations is now closed. Rooms might still be available at the special rate. Please contact Sonia [omlta@omlta.org](mailto:omlta@omlta.org).

### **ELECTRICAL POWER**

Connecting electronics to wall sockets can sometimes cause a serious electrical failure. If anything other than the need for a quick recharge of your phone or laptop, we ask that all electrical needs be ordered through Freeman. Orders received after March 14 or onsite will be subject to a 25% increase.

If you require further information, please feel free to contact the office via email (preferred method) at [omlta@omlta.org](mailto:omlta@omlta.org) or by telephone at (519) 763-2099.

We look forward to your participation in the 2019 OMLTA/AOPLV Spring Conference.

Best Regards,

Susanna Beatrice-Gojsic  
First Vice-President  
OMLTA/AOPLV