

# SPOTLIGHT STAGE REQUEST

The Spotlight Stage is the perfect setting to present interactive demonstrations and workshops. The area is set banquet style, seats approximately 50 to 75 people and is equipped with a podium, microphone, TV monitor and table for materials. Projector and screen are provided. Any visual aids/AV equipment (including laptop, cables, etc.) needed for presentations are the sole responsibility of the presenter. Presentations should be no longer than 30 minutes.

The stage is promoted in the Official Show Program, on the Official Show Website and through onsite signage and announcements. Please mail a press kit and photo of the speaker if available.

Time on the stage is available free of charge and must be requested by completing this form. Scheduling will be at the discretion of Show Management, whose objective is to present the best variety for visitors. Participants will be notified regarding the number of shows and times assigned.

Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

## SHOW DAYS AND TIMES FOR PRESENTATION

Friday, March 5 hourly from 10:30am-6:30pm

Saturday, March 6 hourly from 10:30am-5:30pm; Sunday, March 7 hourly from 12:30pm-3:30pm

1. Total number of stage times requested \_\_\_\_\_

2. List days and times convenient for your workshops (*please be as flexible as possible*) \_\_\_\_\_  
\_\_\_\_\_

3. Name of speaker if different from above: \_\_\_\_\_

*\*One complimentary ticket per speaker per day will be available for pickup at the Show Office beginning Wednesday, March (G#)*

Check one:  Leave pass(es) at Show Office for pick up  Mail pass(es) to the address provided above

4. Title of workshop and name as it will appear in Show Program, Website and onsite signage (*limit 40 characters*):  
\_\_\_\_\_

Title of workshop: \_\_\_\_\_

Presented By (Company Name): \_\_\_\_\_

Please complete and submit request no later than 10 weeks prior to the show. Fax completed forms to 704.376.6345 or email/mail to the address below.

*\*Southern Shows, Inc. reserves the right to assign stage time based on availability*

*Questions?*  
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