



## **18<sup>th</sup> Annual Aviation Education & Career Expo**

### **“LOVE AT FIRST FLIGHT”**

#### **Booth Vendor Registration**

#### **Corporate Sponsorship, Scholarship, and Internship Opportunities**

**Rider Jet Center, Hagerstown Regional Airport, 18421 Henson Blvd. Hagerstown, MD 21742**

**Friday, November 8th, 2024**

Dear Valued Vendors & Sponsors:

Welcome back to this incredible one-day event, geared towards high school and college students (primarily ages 16-22).

Our focus: introducing targeted young people to the vast array of career opportunities within the aviation and aerospace industry.

The Expo consists of industry leaders, vendors, aircraft displays, guest speakers, demonstrations, and of course – **scholarships and internships!** We want to provide students with information and resources that will help them build their education, develop their resume, and glimpse into their future, with a path to success!

**FREE Vendor registration is attached. We do not charge vendors for booth space!**

**However, if you cancel within 10 days prior to the event, you will be charged a \$250.00 cancellation fee, which will begin to build next year's scholarship opportunities.**

**Card # \_\_\_\_\_ Exp Date: \_\_\_\_\_ CVV: \_\_\_\_\_**

**Name on Card: \_\_\_\_\_**

**Space is limited for vendors, sponsors, and students.** We ask that you read this information **carefully** and submit your registration and commitments as soon as possible. Once we have reached 70 vendors, we will have to close registration. **Please note vendors that commit to providing a scholarship, a corporate sponsorship, or student internship will be given preference.**

All Sponsorships are **TAX DEDUCTIBLE!** Please decide what your company or school may want to contribute. If you have any questions, please feel free to contact me directly. I look forward to working with all of you and thank you for your support, energy and participation.

Sincerely,

Julie O'Brien, Event Chair

240.409.0712

expo@projetaviation.com

## **BOOTH VENDOR REGISTRATION**

### **HOLD YOUR SPACE**

**We provide VENDORS with a 6FT booth table and 1 chair.**

**(additional chairs and tablecloths are Vendor's responsibility)**

**The organization below wishes to exhibit at the 18th Annual Aviation Education Expo and agrees to the guidelines outlined below:**

**PLEASE PRINT CLEARLY:**

**Organization Name:** \_\_\_\_\_ **Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City, State, Zip:** \_\_\_\_\_

**Phone (W):** \_\_\_\_\_ **Cell:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

### **EXHIBITION GUIDELINES**

**Booth Space:** *There is no charge for booth space. However, all event expenses are a result of Corporate Sponsors.*

**Occupancy:** *Set-up will begin at 7:00 am and tear-down will begin at 2:00 pm. The exhibition hours are 9 am – 2 pm. There will be a complimentary vendor networking breakfast hour with refreshments from 7:00 am-8:00 am.*

**Please read and initial all 3 sections below - Indemnification and Release, Insurance and Force Majeure:**

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\_\_\_\_\_ **Indemnification and Release:** *Exhibitor hereby expressly releases Rider Jet Center, and all co-sponsors, and any of their agents, shareholders, representatives, officers, or directors from all liability for any injury, damage, or loss to any person or property that may arise from Exhibitor's occupation of booth space and agrees to pay all defense costs related to any claim against ProJet or co-sponsors.*

\_\_\_\_\_ **Insurance:** *Exhibitor shall, at its own cost and expense, obtain all necessary insurance coverage to enable it to meet its obligations associated with exhibiting at trade shows and other events. Note: 1-day waivers are available through most insurance companies.*

\_\_\_\_\_ **Force Majeure:** *Should events beyond the reasonable control of the event, including but not limited to (1) acts of God (Pandemics), (2) war, including armed conflict, (3) governmental warnings or advisory notices, (4) disaster, fire, earthquakes, hurricanes, tropical storms and unreasonable extreme inclement weather in the Hagerstown, Maryland area, (4) shortages or disruption to electrical power supply or any other cause that is reasonably beyond the event's control, make the event commercially impractical or impossible to hold such event, we will cancel.*

#### **Contract Acceptance:**

*I, the duly authorized representative of the organization listed above, have read and agree to the guidelines and regulations associated with this exhibitor agreement.*

**Signature** \_\_\_\_\_

**Print Name** \_\_\_\_\_

**Date** \_\_\_\_\_

**AVIATION EDUCATION & CAREER EXPO 2024 Booth Information**

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**Friday, November 8th, 2024**

**Space is limited, so please return your registration as soon as possible.**

**Organization Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Yes**

**No**

**We will be joining you this year** \_\_\_\_\_

**We would like to reserve a FREE Table (6ft)** \_\_\_\_\_

**Is your show display higher than 3ft above your table?** \_\_\_\_\_

**Due to space & power constraints – only booths bringing a SIMULATOR will be given access to power.**

**Will you be bringing a simulator?** \_\_\_\_\_

**Due to space constraints, aircraft static displays have already been reserved.**

**We are very excited about sharing our passion for this industry with young people. We could not do it without you and appreciate your ongoing support!**

**The Aviation Education Expo is a partner with “Best You Best Me” a non-profit organization Tax Id# 83-1870320, so all scholarships and Corporate Sponsorships are tax deductible!**

**We would like to be a corporate sponsor for this year’s Expo! Yes\_\_\_\_\_ No\_\_\_\_\_**

**\$500 – Gold Level Yes\_\_\_\_\_ No\_\_\_\_\_**

**\$1K- Platinum Level. Yes\_\_\_\_\_ No\_\_\_\_\_**

**You will be invoiced in July 2024, and asked for a high-resolution logo to be used on all promotional materials (posters, programs, website, etc...) Platinum Level Sponsors will also be asked for 4 images of their business that will repeatedly be displayed on our audio-visual screen throughout the event.**

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**Please scan to: expo@projetaviation.com**

## **2024 SCHOLARSHIP COMMITMENTS**

**Note: – ALL scholarship commitments will be honored regardless of the event cancelling due to a pandemic or act of God.**

**Our goal is to assist students in the pursuit of their dreams and aviation goals.**

**Note: To date, we have distributed over \$1.6 Million Dollars in Aviation Scholarships!**

Scholarship Sponsorships require a commitment in advance of the event, so we can promote them appropriately. We have 3 types of scholarships we offer. Please select the category that best describes your business or school. The Expo Committee will manage Essay Questions, Registration, Intake, Judges, and Winner Selection. All sponsored scholarships checks will reflect the donor's logo.

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\_\_\_\_\_ **Monetary Scholarships** – Can be donated by any company and/or vendor. **You choose your donation amount.** These scholarships can be used at the Aviation School or Flight Training Facility of the student's choice. **Donations under \$2K will be combined with other donations to form larger scholarship awards.** These donations will be invoiced in advance and must be paid in full no later than September 16th, 2024, to guarantee expedient delivery to the winners. Scholarships will be awarded directly into student's school ID or training account. We do not award students, cash.

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\_\_\_\_\_ **College/University Scholarships** – School Specific donations can only be used at those institutions providing the funds. They must be **paid by the institution directly into the student's ID account once accepted.** Your award never leaves the school. You will **NOT** be invoiced. Sponsoring schools may set terms of eligibility (program-specific, award amount divided over 4 years, incoming freshman only, etc...). **SCHOOL SPECIFIC AWARDS ARE FOR NEW INCOMING STUDENTS TO THAT INSTITUTION/TRAINING FACILITY.**

Monetary and College-Specific scholarships are based on an essay competition which is designed, implemented, and judged based on criteria set forth by the Expo Scholarship Committee. Sponsors are invited to attend the Expo and participate in presenting their award. The names of the Scholarship Sponsors enjoy inclusion in press releases, promotional posters, programs, and the Expo website. **In addition, your logo will appear on your prize check award!**

\_\_\_\_\_ **Flight School Scholarships** – **WILL BE A SEPARATE ESSAY QUESTION:** Each flight school donating a scholarship will need to answer the following questions:

Locations/Airports where you conduct training: \_\_\_\_\_

This scholarship may include ground school, SIM time and/or flight training. You must specify the donation and the amount/value. Each scholarship provided for flight training must include a **FREE discovery flight certificate that you will bring with you to the event.**

Scholarship Sponsor: \_\_\_\_\_ Amount of Scholarship: \$ \_\_\_\_\_

Name of Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_ (Your initials) By signing the above form, I am aware that I will be invoiced in advance for the full amount of my **Monetary Scholarship.** I agree to pay the invoice in full, per the instructions provided on the invoice, **NO LATER THAN SEPTEMBER 16th, 2024.**

\_\_\_\_\_ (Your initials) In the event the full amount of the Monetary Scholarship is not paid by **September 16th, 2024,** I realize that I forfeit my/our company's opportunity to exhibit at the event and will relinquish my company's opportunity to have their brand and name on all marketing materials in promotion of the event.

## Amazing Internship Opportunities!

ProJet Aviation, along with many other Expo participants and vendors have had incredible success hiring student interns from this event (both high school and college level). These are students that are on fire for our industry and eager to learn. They are committed, smart, and encouraged to build their resumes. I would highly encourage you to offer an internship opportunity for your business.

**NOTE: Companies offering internships will need to manage those opportunities at their booth space but will be noted as a participating opportunity in the event program, so students interested can make a point to visit your booth space and apply accordingly. This will drive traffic to your booth. We will promote these opportunities well in advance of the Expo, with schools, students, and parents.**

YES...Our Company would love to offer an aviation internship this year, and help a student pursue their dreams!  Yes  No

Name of Company: \_\_\_\_\_

Company Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Internship Title: \_\_\_\_\_

Brief Job Description/Duties: \_\_\_\_\_

\_\_\_\_\_

Paid  Unpaid

Length of Internship: \_\_\_\_\_

Note: Length can be 2 weeks, a month, 1 year, or yet to be determined.

You will be able to interview on-site at the expo, have questionnaires, gather intern info and set up additional interviews beyond the Expo event date.

## 18<sup>th</sup> Annual Aviation Education & Career Expo “Love at First Flight”

Please take a moment and read the testimonials below so you understand what impact you are having...

### Testimonials:

*“Thank you for another high-quality event! We received 10 resumes for our internship opportunity, awarded 2 discovery flights and enjoyed getting to know our scholarship winner and his family.”*  
*Lyndse C – Aviation Influence*

**“I was able to share my experience as a 2019 scholarship winner as well as where that experience has taken my career. Thank you for making this AMAZING event possible. It has played such a large part in where I am today.”**  
**Chelsea M. 1<sup>st</sup> Officer Airlines**

*“What really surprised me was just how easy it would be to make this dream of mine a reality, after hearing everyone’s stories and going to all the booths.”* Joseph – High School Student

**“Before attending the Expo, I had no plans of entering the aviation industry, but afterwards, I was certain I wanted to join the aviation world. At the Expo I met my dream college, and applied as soon as I got home. B. Sanders, Student**

**“If you have students interested in any aspect of aviation, this is one experience you don’t want them to miss. This remarkable 1-day event is the most comprehensive, generous, educational program available to students, like no other. This is a unique and rewarding experience P. Arnold CTC Professor**

**“Just a few hours changed my life. The Expo gave me such quality information, a part time job, and a definite idea of where I wanted my career to go beyond college. Thank You!”** J. Hill, Student

*“Every year your event continues to amaze me. It is our pleasure to be associated with such a wonderful opportunity. I look forward to what the future holds.”* Embry Riddle Recruiter

**“Thank you from the bottom of my heart. This has really opened doors for me, and I would not be where I am now, if it wasn’t for this scholarship.”**  
**Paul A. Scholarship Recipient**

**“I am planning on starting new hire training at a regional airline this Summer. After attending the Expo, I wanted a career in aviation! I am excited for the new opportunities ahead.”** M. Rosario, Student

## Vendor and Sponsor Checklist – Important Dates for 2024!

July 1	Deadline for College-Specific Scholarship Notification to ProJet
July 1	Deadline for Flight School Scholarship Notification to ProJet
July 15	ProJet Aviation organizers will invoice Corporate/Scholarship Sponsors
September 16	Corporate/Scholarship Sponsor deadline to pay invoice.
November 7th	Pre-show set up between hours of 1 pm and 4 pm at Rider Jet Center, Hagerstown Regional Airport, Hagerstown, Maryland
November 8th	7:00 am Exhibitor/Vendor Set Up begins. 7:00 am Exhibitor/Vendor/Sponsor Business Networking Breakfast begins <b>8:00 am – Doors open to students.</b> 9:00 am Event begins. 2:00 pm Event ends and tear down begins.