

## Vendors

FAQs for conference registration:

### **Is there a deadline for registering for the conference and/or for reserving a room through the room block link?**

**The deadline for vendors for both the conference registration and hotel reservation is February 17.** Due to the complexity of planning the vendor showcase schedule, there will be no exceptions to this deadline.

### **Can I make a reservation on my own, outside of the reserved room block?**

We respectfully request that you ***please utilize the reserved room block link***, found on our conference website, to book your room. If you do not, then we cannot guarantee you a room in our main vendor hallways, where the Vendor Showcase takes place.

### **When should I arrive?**

Given that regular check in time is 3 p.m., and that our Vendor Showcase begins on Wednesday at 1:00 p.m., a Tuesday evening arrival is recommended if your goal is successful participation in the Vendor Showcase.

### **Which conference activities, beyond the Vendor Showcase, can I participate in?**

You are welcome to participate in all conference activities, including the Wednesday and Thursday dinner/banquets, which many vendors consider to be nice opportunities to network informally with the other EMTA members.

### **When should I register for the conference? (Should I wait until payment is ready to be issued?)**

Please use the vendor registration link as soon as possible – even before payment is ready - to communicate your intent to participate in the conference. We understand that there may be a delay between the time you register and the time we receive payment from your company. Of course, the sooner we receive your company's payment, the better.

### **Can I register to participate in the vendor showcase if my organization is not a current EMTA member?**

No. Registrants must be members of NY State Educational Media Technology Association to participate in the Vendor Showcase. To apply for membership, please reach out to Diana Wendell at [dwendell@ocmboces.org](mailto:dwendell@ocmboces.org).

