

College Fair Plus Exhibitor Rules and Responsibilities

The following was adapted from the policies of the National College Fairs and the National Association of College Admissions Counselors (NACAC) Statement of Principles of Good Practice (www.nacac.com/fairs). All exhibitors, and associates thereof, are expected to adhere to the guidelines.

- 1. NACAC and the College Fair Plus makes every attempt to keep the focus of college fairs on education, not promotion. Exhibitors may distribute brochures, catalogs, and other appropriate items that provide educational information regarding the institution and its programs.*
- 2. Conversations with students are only to be conducted from within the exhibitor's assigned booth space – **not in the aisles.***
- 3. Aisles in front of the booth must be kept completely clear of promotional and display materials. The aisles will be swept and cleaned, but registrant's must keep their own spaces clean and in good order.*
- 4. Audiovisual equipment is permitted and must be confined to the registrant's booth. All audio equipment must be used at a low volume, and noise levels kept to a minimum.*
- 5. **Food items such as popcorn, soda, ice cream, etc., may NOT be distributed to prospective students or parents. These items may be purchased by students from vendors in the exhibit hall.***
- 6. Making photocopies of materials is not available to college representatives at the exhibit hall.*
- 7. The exhibit hall does not permit halogen lighting in booth set-ups.*

This list of exhibitor responsibilities has been chosen based on practices that have been found to be the most fair and equitable for all participants. Organizers of College Fair Plus expect adherence to the guidelines and thank you for your cooperation.
