



Dear SCFDA Affiliate Members and Vendors,

Our 32nd Mid-Winter Conference & Expo will be held at the Columbia Metropolitan Convention Center in Columbia, SC on February 4-6, 2019. Please review the following thoroughly, noting details, dates, and deadlines.

For those exhibitors who attended the 2018 MWC & Expo and would like the same (or a similar) booth location, please forward your booth and vendor reservation form no later than **December 3, 2018**. After the December 3rd deadline, all remaining available spaces will be offered to any suppliers on a first-come, first-serve basis.

Each exhibitor will receive ONE free registration to the conference with each booth space.

Registration to our MWC & Expo also includes admission to all events EXCEPT the Legislative Reception at the Palmetto Club on Tuesday evening, February 5, 2019. Tickets to this event can be purchased. Business Attire is Required for this event.

The Hilton Columbia Center, conveniently located across the street from the Columbia Convention Center, will be our MWC & Expo Headquarters. Make your reservations early! The deadline to reserve Hilton Columbia Center accommodations is January 3, 2019.

We continue to offer levels of sponsorship for the conference. Please refer to the enclosed for more information. We value our wonderful relationships with all our vendors and greatly appreciate your sponsorship and support of SCFDA events and activities.

Please call or email if you have any questions. I look forward to seeing all of you at our 32nd Mid-Winter Conference & Expo in Columbia, SC!

Sincerely,

Rion P. Rampey  
SCFDA Executive Director

South Carolina Funeral Directors Association  
PO Box 1350, Mt. Pleasant, SC 29465  
843-881-3634 843-881-3659(f) rion@scfda.org www.scfda.org

# 32nd Mid-Winter Conference & Expo

## February 4-6, 2019

Columbia Convention Center  
Columbia, SC

### SCHEDULE (Tentative)

<u>Monday, February 4, 2019</u>		<u>Wednesday, February 6, 2019</u>	
5:30 – 7:00pm	REGISTRATION	8:45am	REGISTRATION
6:30 – 7:30pm	WELCOME RECEPTION <i>(Cash Bar)</i>	9:00 – 12:00pm	FUNERAL EXPO
<u>Tuesday, February 5, 2019</u>		12:00pm	LUNCH
7:30am	REGISTRATION	1:00 – 2:30pm	<b>Serving the Family of a Perpetrator</b> <i>Presented by: Martha Thayer</i> Since the Columbine Massacre in 1999, our country has witnessed many mass shooting incidents. Speaking from personal experience having served the family of both a victim and a perpetrator of the massacre, Thayer will highlight ways in which to serve the families of the people who carry out these horrific events. From receiving the initial call for help, to making arrangements and directing the funeral, you'll learn how to help these families and be given practical takeaways for effective communication. (1.5 CEU)
8:30 – 9:30am	<b>OSHA &amp; the Workplace: Condition Green, Yellow or Red</b> <i>Presented By: Paul Harris, Regulatory Support Services</i> This program will train on OSHA workplace safety standards including blood borne pathogens and Hazard Communications as well as OSHA interviews with employees during an inspection. In the first part of the class, participants will use a written checklist to offer an assessment of the current state of their workplace compliance with OSHA standards. The latter part of the class will review employee rights when an OSHA inspector requests an interview. (1 CEU)	2:30 – 4:00pm	<b>I'm Not Convinced</b> <i>Presented by: Carrie Parsons</i> "I'm Not Convinced." This is what I say to myself before, during and after embalming. I will not wrap up an embalming until I have convinced myself I have taken all measure to ensure thorough preservation and restoration. This is all relative to skills and experience of course, however, if we learn to ask ourselves these questions pertaining to issues we encounter in the preparation room, we will start to look for and develop answers to some of our most frustrating situations. Whether you are a new embalmer or have been doing it forever, it never hurts to step into another embalmers prep room to pick up a few new tricks and perhaps gain a deeper understanding of the "why." Step into my prep room and I will show you the how and the why of: general embalming, feature setting, building a mouth with cotton, tissue building, stopping and preventing leaks, major and minor restorations as well as using the lift and casketing tips. (1.5 CEU)
9:30 – 11:00am	<b>Finding Resilience: Preventing Burnout in Funeral Professionals</b> <i>Presented By: Dr. Jason Troyer, PhD</i> Funeral directors are asked to perform a wide variety of roles and work in conditions that place them at an increased risk for burnout. In this presentation, Dr. Jason Troyer will review the challenges that funeral directors face and how burnout can impede funeral directors' effectiveness. The primary focus of the presentation will be discussing practical strategies for reducing burnout and creating a more positive work environment. (1.5 CEU)		
11:00 – 12:00pm	<b>SCFDA Update</b> (1 CEU) Our SCFDA Update will offer an overview of how your executive committee has been working for you. We will cover new legislation that has recently passed as well as proposed revisions to the laws that include harsher penalties for offenders. (1 CEU)		
12:00pm	LUNCH	4:00pm	ADJOURNMENT
1:00 – 4:00pm	Funeral EXPO		
6:00 – 8:00pm	<b>LEGISLATIVE RECEPTION</b> <i>(Ticketed Event)</i> *Business Attire Required		

\*All seminars will be held in the Convention Ballroom.

#### HOTEL ACCOMODATIONS

To make your lodging reservations at the **Hilton Columbia Center**, call **803-744-7800** and be sure to mention South Carolina Funeral Directors Association in order to receive the group rate.

Room rates: \$162.00 (single-double) - \$212.00 (junior suites)  
Hotel cut-off date: **January 3, 2019**

*Hotel is located at 924 Senate Street directly across from Convention Center*

#### DRESS CODE

**Monday & Tuesday - Business Attire (All Events)**  
**Wednesday - Business Casual (All Events)**

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### BOOTH REGISTRATION FORM

COMPANY NAME \_\_\_\_\_  
CONTACT PERSON \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ ST. \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ Email \_\_\_\_\_

Yes, we would like to be a part of the SCFDA 32nd Annual Mid-Winter Conference and Expo.

2019 Color scheme is black and gray draping, each booth is carpeted, and chairs will be provided.

Please reserve the following:	Before January 1	After January 1	Amount
_____ Single Booth (10 x 10) .....	@ 675.00	745.00	_____
_____ Vehicle Space .....	@ 865.00	915.00	_____
We will need the following for our booth:			
_____ Skirted Six Foot Table .....	@ 35.00	45.00	_____
_____ Electricity (per booth) .....	@ 35.00	75.00	_____
_____ Wireless High-Speed Internet			<u>NO CHARGE</u>
_____ Number of additional Exhibitors in our booth .....	@ 75.00*	85.00	_____

\*One FREE with each booth. This fee also includes lunch Tues. & Wed.

#### EXHIBITORS NAME BADGE INFORMATION (Example: Joseph T. "Joe" Smith)

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

LEGISLATIVE RECEPTION: 6:00-8:00 pm, Tuesday, February 5, 2019, The Palmetto Club—**BUSINESS ATTIRE REQUIRED**

_____ Gold (six tickets) .....	390.00	_____
_____ Silver (four tickets) .....	300.00	_____
_____ Bronze (two tickets) .....	170.00	_____
_____ Individual Ticket (SCFDA Member) .....	95.00	_____
_____ Individual Ticket (Non-member) .....	145.00	_____

**TOTAL AMOUNT ENCLOSED** .....

\_\_\_\_\_ We would like to have the same (or near the same) booth we had in 2018, OR

First Booth Choice \_\_\_\_\_ Second Choice \_\_\_\_\_ Third Choice \_\_\_\_\_

We prefer that our exhibit space not be located to the right or left, or opposite (directly across an aisle) of any of the following firms who may be exhibitors. In some cases this may not be possible to accomplish.

We prefer that our exhibit space is placed close to: \_\_\_\_\_

All of the Rules and Regulations of the Exhibition have been read by, and are accepted by us, and made a part of this contract and we agree to comply with them.

Signature of Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

Please return this application along with check or credit card to: SCFDA, PO Box 1350, Mt. Pleasant, SC 29465

Circle One: AMEX VISA MC # \_\_\_\_\_ Exp \_\_\_\_\_ Amt: \_\_\_\_\_

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### SPONSORSHIP FORM

**Levels of Sponsorship:**

Platinum Sponsor	\$2,000	Gold Sponsor	\$1,500
Silver Sponsor	\$1,000	Bronze Sponsor	\$500

**Sponsorship Includes:**

- Platinum Sponsor (includes 4 Legislative Reception Tickets)
- Gold Sponsor (3 Tickets)
- Silver Sponsor (2 Tickets)
- Bronze Sponsor (1 Ticket)

All sponsors listed on "Sponsor Sign" during conference

Yes, I would like to be a sponsor of the 32nd Annual MWC & Expo.

Level of sponsorship, check one:

- Platinum Sponsor \$2,000
- Gold Sponsor \$1,500
- Silver Sponsor \$1,000
- Bronze Sponsor \$500

**TOTAL AMOUNT ENCLOSED** \_\_\_\_\_

The following sponsors will be attending Legislative Reception on Tuesday, February 5, 2019:  
*(BUSINESS ATTIRE REQUIRED)*

- 1. \_\_\_\_\_ 3. \_\_\_\_\_
- 2. \_\_\_\_\_ 4. \_\_\_\_\_

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

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Email \_\_\_\_\_

Please return this form along with check or credit card: SCFDA, PO Box 1350, Mt. Pleasant, SC 29465

Circle One: AMEX    Visa    MC # \_\_\_\_\_ Exp. \_\_\_\_\_ Amt. \_\_\_\_\_

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### EXPO RULES AND REGULATIONS

The following Rules and Regulations with reference to exhibits have been formulated for the interest of Exhibitors, and their cooperation is therefore requested. These regulations are a part of the agreement between the Exhibitor and the South Carolina Funeral Directors Association.

In the interest of the whole Exhibition and Conference, the Exhibitor agrees not to encourage attendance of any person to the exhibits except during the hours specified herein. Exhibitors will be allowed admission to their exhibits at reasonable hours. All others will be admitted to the Exhibit Hall only during the specified hours and only by showing a proper convention badge. **Once the exhibits are set up and security guards in place, admission to the Exhibit Hall is by convention badge only, including Exhibitors.**

1. The 32nd Annual Mid-Winter Conference & Expo will be held at the Columbia Metropolitan Convention Center, 1101 Lincoln St., Columbia, SC 29210, February 4, 5, 6, 2019.
2. **Exhibit Set-Up Time:** Exhibitors will be allowed to set up Monday, February 4 from 12 noon - 10:00 pm and Tuesday, February 5 from 7:30 am - 1:00 pm.
3. **Exhibit Hall Schedule:**

Tuesday, February 5, 2019 .....	1:00 pm - 4:00 pm
Wednesday, February 6, 2019 .....	9:00 am - Noon
4. The Exhibitor agrees to make no claim for any reason, including negligence, against the South Carolina Funeral Directors Association, its members or agents or employees, for loss, theft, damage or destruction of exhibit items; nor for any injury to himself or employees while in the Exhibition Hall; nor damage of any nature or character including any damage to his business by reason of the failure to provide space for the exhibit or for the removal of the exhibit; nor for any action of any nature of the South Carolina Funeral Directors Association or its members, committees, employees, or agents, nor for failure to hold the Exhibition as scheduled.
5. No Exhibitor may allow any article to be brought into or act done on the premises which will vitiate or increase the premium on the policies of insurance held by the owner of the building, nor permit anything to be done by employees by which the premises shall in any manner be marred or defaced and any damage done shall be made good to the South Carolina Funeral Directors Association or the owners of the buildings, as their interest may appear. No signs or other articles should be affixed, nailed, or otherwise attached to walls, doors of the building in such manner as to deface, alter, or destroy the same. Likewise, no attachments can be made to the floors by nails, screws, or any other devices that would damage or mar them. All space is leased subject to these restrictions.
6. Exhibitors shall not be permitted to solicit business in booths other than their own or in the aisles.
7. The South Carolina Funeral Directors Association reserves the right to restrict exhibits that, because of noise or any other reason, become objectionable; and to prohibit or remove any exhibit that, in the opinion of the South Carolina Funeral Directors Association, may detract from the general character of the Exhibition. This reservation includes persons, things, conduct, printed matter, or anything of a character that may be objectionable to the Exhibition as a whole or that may be in violation of any federal or state law or municipal ordinance.

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### EXHIBIT HALL INFORMATION

#### **FOOD (MINTS, CANDIES, ETC.) & BEVERAGES on EXPO FLOOR**

All food and beverage services are exclusively provided by Spectra Food Services. Exhibitors may distribute food and/or non-alcoholic beverage products ONLY upon written authorization. It is YOUR responsibility to email or fax the "Authorization Request" for approval to distribute ANY food or beverage in your booth. Should you have any specific question please contact Taylor Barry, Catering Sales Manager at 803-545-0078 or taylor\_barry@comcastspectracor.com.

#### **SET-UP TIME**

Vendors will be allowed to set up:

Monday, February 4 (Noon – 10:00 pm)  
Tuesday, February 5 (7:30 am – 1:00 pm)

#### **FUNERAL EXPO HOURS**

Tuesday, February 5 (1:00 pm – 4:00 pm)  
Wednesday, February 6 (9:00 am – Noon)

#### **LUNCH**

With each booth comes one registration (75.00 for each additional person). Registration includes Monday Night Welcome Reception and lunch Tuesday and Wednesday.

#### **BOOTH DISPLAYS**

The convention center strongly urges exhibitors NOT to ship any items to the convention center. The convention center will not be held liable for any items shipped to them.

PRX Exposition Services in Columbia offers shipping services. PRX Exposition Services will receive your item and deliver the package to your booth prior to the expo. PRX Exposition Services will also ship items back to you following the conference.

**Should you need shipping services, contact PRX Exposition Services.**

#### **PRX Exposition Services**

196A Shop Grove Drive  
Columbia, SC 29209  
803-926-5300  
RMangum@prexposition.com

#### **COLUMBIA METROPOLITAN CONVENTION CENTER**

**Physical Address: (Do not ship anything to this address. Contact PRX Exposition Services for shipping.)**

1101 Lincoln Street, Columbia, SC 29201  
803-545-0001

#### **HOTEL ACCOMODATIONS**

Hilton Columbia Center (MWC & Expo Headquarters)  
924 Senate Street, Columbia, SC 29201  
803-744-7800  
www.hiltoncolumbia.com

Room rates: \$162.00 (single-double) - \$212.00 (junior suites)  
Hotel cut-off date: January 3, 2019

Be sure to mention "South Carolina Funeral Directors Association" for the group rate.  
Hotel is located across from the Convention Center.

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### EXHIBITOR FOOD & BEVERAGE SAMPLE FORM

The Columbia Metropolitan Convention Center, 1101 Lincoln Street, Columbia, SC 29211, has granted exclusive food service rights to its concessionaire, Spectra Food Services. All food and beverage served in the Columbia Convention Center must be provided through Spectra Food Services.

For exhibitors who wish to distribute a food or beverage product that is manufactured and distributed in the normal course of the exhibitor's business, may request to do so according to the following restrictions.

- \*Liquid samples may not exceed two (2) ounces
- \*Dry weight samples may not exceed two (2) ounces
- \*Sample distribution must be limited to the exhibitor's booth area only
- \*It is unlawful to distribute alcoholic beverages of any kind
- \*POPCORN IS **NOT** ALLOWED UNLESS PURCHASED THROUGH SPECTRA FOOD SERVICES
- \*Sampling is available for public exhibits shows only. It is not to be a substitute for a catered order.

Event Name: **32nd Mid-Winter Conference & Expo (South Carolina Funeral Directors Association)**

Event Dates: **February 4-6, 2019**

On Site Contact Name: \_\_\_\_\_

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

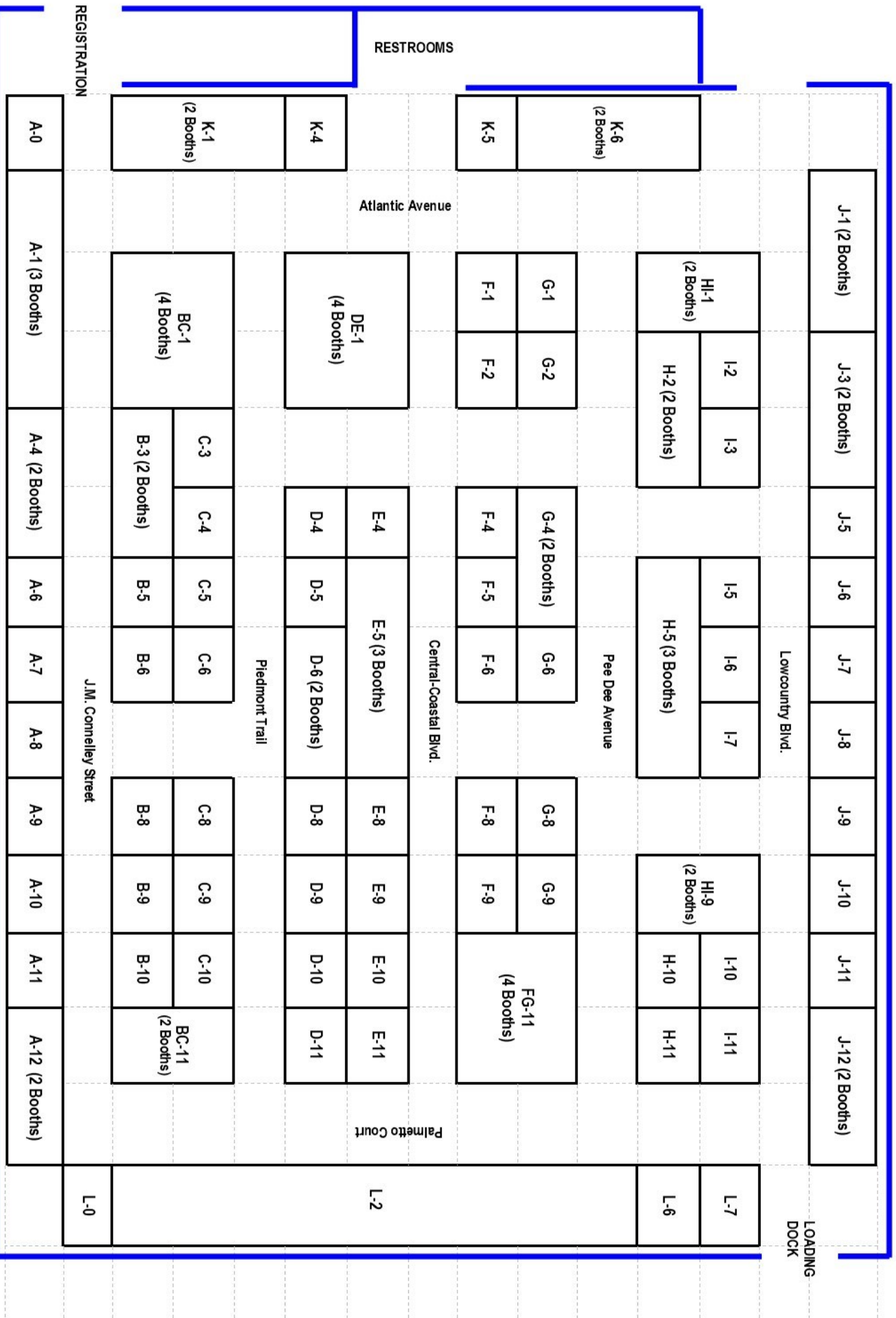
Booth Number Assigned: \_\_\_\_\_

Description of Sample Items to be distributed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved By: \_\_\_\_\_ Catering Sales Manager, Spectra Food Services

The Columbia Convention Center and Spectra Food Services must receive all sample requests at least two weeks in advance of show move-in days for authorization. If you have any question or need any additional information, please contact Spectra Food Services sales staff at (803) 545-0078. The professional sales staff will be happy to assist you. There is a large variety of food and beverage catering options available to your company during the convention/tradeshows. This form must be returned 2 weeks prior to the scheduled event via **fax to (803) 545-0125**.



2019 COLUMBIA CONVENTION CENTER EXHIBIT HALL