



**113th ANNUAL CONVENTION**  
**May 22-25, 2023**  
**Grand Geneva Resort & Spa, Lake Geneva, WI**

WSTA's Annual Convention is a great opportunity to visit with current and future clients. Take advantage of this opportunity to exhibit your goods and services while interacting with the telecommunications companies in Wisconsin and surrounding areas.

**QUANTITY:** 35 Single

**SIZE:** Single Tables: 6' Wide x 30" deep  
All exhibit materials must fit within the 6' footprint

**SCHEDULE:**

<b>Tuesday, May 23</b>	4:00 PM - 10:00 PM	Access to Ballroom to Store Items
<b>Wednesday, May 24</b>	8:00 AM - 11:00 AM	Load In
	11:15 AM - 1:30 PM	Exhibit Hall Open
	5:30 PM - 8:30 PM	Exhibit Hall Open
	8:15 PM - 10:00 PM	Load Out (After evening program ends)
<b>Thursday, May 25</b>	7:00 AM - 11:00 AM	Load Out

[View full conference schedule here.](#)

**REGISTRATION:** Single Booth (Includes 1 Registration)

- Member: Early Bird: \$550; \$575 after May 1
- Non-Member: Early Bird \$650; \$675 after May 1

Additional Exhibitors must register as attendees

- Member: Early Bird: \$350/\$375 after May 1
- Non-Member Early Bird \$450/\$475 after May 1

**DEADLINES:** **Early Bird Registration:** Ends Monday, May 1, 2023.

- Exhibitor registration closes Friday, May 5, 2023
- A waiting list will be available when the maximum number of exhibitor registrants has been reached.

**Cancellations/Refunds:** No refunds or cancellations after May 1. Cancellations before May 1 will be less \$25 for processing fee.

**GUIDELINES:** **Table Assignments:** Final exhibitor table assignments will be determined by WSTA and emailed to the registered exhibitor no later than May 12.

**Representatives:** Every person working your booth must be registered for the Conference.

**Tear-Down:** All displays must remain intact until the evening program ends - approximately 8:15 pm.

**BOOTH SETUP:** Carpet, 6' skirted table, 2 chairs  
A power strip will be provided if electricity is requested in registration.

**EARLY ACCESS:** Items may be stored in the Grand Ballroom on Tuesday beginning at 4:00 PM.

**SHIPPING:** A \$6.00 per box charge will be billed to the individual exhibitor for all boxes received and delivered by The Grand Geneva (up to 40 lbs.) Boxes over 40 lbs will incur a charge of \$10.00 each. Pallets will be charged at a rate of \$100.00 each. Outgoing packages and boxes will be charged at the same rate plus shipping costs.

Items being shipped to the Grand Geneva are to arrive no more than 4 days in advance. Ship to the following address:

WSTA  
Attn:Kristi Johnson  
Grand Geneva Resort  
7036 Grand Geneva Way  
Lake Geneva, WI 53147

Grand Geneva will provide instructions for shipping items out during the convention, if needed.

**Questions about shipping?** Email Banquet Manager: [kristijohnson@grandgeneva.com](mailto:kristijohnson@grandgeneva.com)