

29th Annual EPC

Educational Vendor Fair

FAQ....



Q: Who will be attending the EPC Vendor Fair?

A: Key decision makers such as Superintendents, Business Managers, Treasurers, HR Directors and Supervisors of the Food Service, Maintenance and Transportation Departments attend. We also invite principals, Administrative Assistants, Wellness Coordinators, Teachers and anybody involved in the day to day operations at our schools.

Q: How can I make sure I attract the right audience to my booth?

A: A great way to pull in a specific audience is to invite them! Utilize our EPC Directory to create a mailing and target a specific audience. Send postcards for them to fill out and bring with them to the show for special samples or giveaways. Send reminders through social media to come watch demonstrations ask questions or sample your product.

Q: Are there any other items we should bring with us?

A: Some good items to have for “just in case” include: Extension cords, power plug strips, safety pins, replacement batteries, business cards, folding/rolling carts to move items in and out of your booth, promotional giveaways with your company information on it and comfortable shoes.

Q: Will WiFi be available?

A: Yes, we will be providing WiFi again this year at no charge.

Q: What are the Vendor Hours for the show?



A: Vendors may enter at 7:00 a.m. the morning of the show. Teardown may begin at 2:00 p.m. the day of the show.

Q: What are the hours of the show?

A: The show hours are 9:00 a.m. until 2:00 p.m. on Wednesday, August 1st.

Q: Are there any restrictions I should be aware of?

A: Fire codes do NOT permit fryers in the Nutter Center. Balloons & Glitter are also not permitted.

Q: Where do I take prizes/giveaways for the raffle drawing?

A: If you plan on donating prizes for the raffle drawings or for a target group in our seminars, please let us know ahead of time by contacting us at robin.houston@epcschools.org or indicating so on your registration form. Please attach something to the gift (such as a business card) so they know where the gift came from. Seminar prizes should be kept at your booth for winners to pick up. Raffle drawing prizes should be dropped off at the EPC booth when you arrive.

Q: Will I be able to hang my banner?

A: If you plan to bring a banner you will need to bring something to hold it or hang it. Many booths will not have a wall behind them.

Q: Can I pre-ship items to the WSU Nutter Center?

A: Items should to be addressed to: EPC Vendor Fair, WSU Nutter Center Ste 430, Wright State University, 3640 Colonel Glenn Hwy, Dayton OH 45435. Also, remember to include a label with your company name so we know where it goes!

Q: Where is the Load-In Area for Vendors?

A: Vendors may go to Lot 5 & come in through the loading dock directly to the arena floor.

Q: How can I get a list of those that visited my booth?



A: We suggest a setting out a fishbowl to collect business cards. By offering to award a prize to a randomly drawn card is a good incentive to receive a larger number of cards. Also by collecting their business cards you will know for sure if the contacts are your target audience.

Q: What can I do to make my booth interesting?

A: Games such as a “Spin the Wheel” or “Cornhole” to win special prizes (like water bottles or t-shirts). Anything interactive is always a big draw.

