



# 2024 South Dakota State Historical Society Annual Conference VENDOR REGISTRATION FORM

- \* Vendors will be open to the public and attendees during conference hours: 7am-5pm Friday April 5<sup>th</sup> (sessions start 8am), and 7am-1:30pm Saturday (sessions start 8:30am). Conference registration is NOT required to visit vendors.
- \* Scheduled breaks to visit vendors are Friday 9:30-10am and 2:30-3pm, and Saturday 9:45-10:15am and lunch.
- \* Set-up is Thursday April 4<sup>th</sup> 5-8pm or Friday 7am. Tear down is 1:30pm Saturday immediately following lunch.
- \* Vendor tables will be located in the Lake Oahe Lobby & Display Area, the center’s main corridor facing Sioux Ave.
- \* To be included in conference materials, you must submit this registration form, payment, and high-resolution logo no later than Friday February 9, 2024. Email logo as jpg, tif, png, or pdf to [archref@state.sd.us](mailto:archref@state.sd.us).

**Primary Contact:** \_\_\_\_\_

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

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Day-of Contact Phone:** \_\_\_\_\_

*Please fill in the following information exactly as you want it to appear in the conference program/print materials:*

**Organization:** \_\_\_\_\_

**Fifteen-word description (if desired):** \_\_\_\_\_

**Website or social media URL:** \_\_\_\_\_

Vendor 6’ Table -	Quantity: _____	X \$75.00 = \$ _____
Vendor Additional 6’ Table -	Quantity: _____	X \$35.00 = \$ _____
Vendor 3’ Table Registration -	Quantity: _____	X \$35.00 = \$ _____
Do you require electricity at your table? Yes		
	No	TOTAL = \$ _____

**Vendor registration is due by Feb 9, 2024**

*\*please do not forget to email your high-resolution logo to [archref@state.sd.us](mailto:archref@state.sd.us)\**

**Make checks payable to:**  
South Dakota State Historical Society Foundation

**Return completed form and payment to:**  
South Dakota State Historical Society  
Attn: Kevin DeVries  
900 E Governors Drive  
Pierre, SD 57501

*We encourage you to be an attendee at the conference as well. Conference registration is required to take part in conference sessions, meals, and coffee breaks. For more information please call (605)773-3804 or email [archref@state.sd.us](mailto:archref@state.sd.us).*