

Thursday, October 30, 2025 10:00 a.m. to 1:00 p.m.

Hempfield Township Athletic Complex 220 Forbes Trail Road Greensburg, PA 15601

The following are the guidelines for exhibitors. Any questions regarding these guidelines should be directed to Marla Wiest at (717) 772-0500.

- ★ Exhibitors may set-up Thursday morning from 8:00 a.m. 9:15 a.m. You must arrive no later than 9:15 a.m. for ease of drop off before parking. Look for EXHIBITOR ENTRANCE signs. All exhibitors must be set up no later than 9:30 a.m.
- ☆ Please note that at 9:15 a.m., any unoccupied exhibitor space will be reassigned to other organizations on the standby list.
- ★ Each exhibitor will receive an 8' table and two chairs.
- ☆ Limited electric is available; please provide your own extension cord.
- The Expo hours of operation are 10:00 a.m. until 1:00 p.m. All exhibit tables must be manned at all times during the exhibit hours.
- ☆ Student volunteers will be available to assist exhibitors with load-in. You will drop your items at the EXHIBITOR ENTRANCE, your materials will be delivered to your table.
- No flyers or advertising materials may be distributed away from the exhibitor's assigned table or placed upon automobiles in the parking lot.
- ☆ Exhibitors are not permitted to sell any merchandise on site.
- ☆ We request that all exhibitors provide a door prize, which will be awarded to our attendees. Door prizes must be delivered to the door prize table prior to 9:30 a.m. the day of the Expo.
- We appreciate your cooperation in removing all literature, decorations, etc. at the conclusion of the Expo. There will be ample receptacles to dispose of trash.
- Senator Ward, the Pennsylvania Senate and the Hempfield Township Athletic Complex are not responsible for any missing or damaged merchandise or exhibits.
- ☆ Exhibitors are not eligible for door prize drawings.

Please complete the Exhibitor Registration no later than Wednesday, August 20, 2025.

https://www.senatorward.com/senior-expo/

Questions may be directed to Marla Wiest at mwiest@pasen.gov, or via phone at 717-772-0500.