

2022 GUIDELINES FOR DISPLAYS

“Only officially recognized boards, agencies, caucus groups, United Methodist related institutions of the Virginia Conference and agencies which currently receive funds from Virginia Annual Conference benevolence and grants are allowed to display. The purpose of a display is to promote and communicate the ministry responsibility of the organization. The purpose of displays, in general, is to communicate those ministries which the Virginia Conference, as a whole, supports.”

WHO?

1. Annual Conference Board and Agencies
2. Virginia Conference Caucuses and Networks
3. General Conference Board or Agency
4. Cokesbury (and, as a part of the Cokesbury display only, their approved partners)
5. The United Methodist Credit Union
6. Organizations that have received Conference grants (ministries that were approved at the last annual conference)
7. Organizations that are recipients of Conference benevolence

WHAT?

1. No ‘for profit’ sale of items at display; i.e. all proceeds must support the mission of the organization. Cokesbury is the only exception.
2. Should have display boards, brochures, and/or giveaways that communicate ‘the ministry responsibility of the organization.’
3. No food or beverages may be sold or given away per guidelines of the contracted meeting facility.
4. Signs may not be attached to poles or wall surfaces of the contracted meeting facility. Be sure to arrange for these within your displays.
5. The table(s) will require covering by participant. Neither draping nor skirting will be supplied by VAUMC or the contracted meeting facility.

HOW?

1. Tables, once assigned and placed, may not be moved without permission of the display coordinator, Rev. Eric Vaudt.
2. No one may use a table designated for another group.

HOW MANY?

The number of tables that can be set up in the Hampton Roads Convention Center is limited. The Displays Coordinator reserves the right to limit the number of tables available to each organization.

If you have questions, contact Rev. Eric Vaudt, EricVaudt@vaumc.org

Revised by the Annual Conference Planning Team, March 2022.