



FREQUENTLY ASKED GENERAL QUESTIONS

What is the parking situation?

There is plenty of parking at the hotel. The Conference Center & Hotel are connected.

Do I need to bring anything for sessions?

We will be handing out workbooks with your name badge that also include note pages. While some Exhibitors may be handing out pens, we suggest bringing an extra - or whatever electronic device you use for notes! We provide Registration bags, as well to carry everything you receive from the Tradeshow.

What is the event dress code?

All sessions/events outside of Annual Banquet are regular/business casual, depending on your comfortability. Annual Banquet is Business Professional.

As a first time attendee, is there anything I need to know right away?

We can't wait to have you! Take advantage of all of the networking events, including the roundtable sessions to get to know your peers. Reach out to us with any questions - there will be multiple staff & volunteer members at the event for assistance.

Where can I find the schedule, attendee lists, session slides, etc?

All materials except for the attendee lists will be posted on our website the week before Convention. If we do not receive session slides ahead of time, we will post as they come in. Attendee lists will be emailed to you the week before & each day of Convention.

I am a Speaker, when are my materials due?

All materials are due no later than June 2, 2025.

How do I pay for the event?

Payment will be due at the time of registration. If you wish to send a check, an invoice option will be available. Any unpaid invoices at the time of event check in will need to be paid on site, at that time before receiving your badge.

If I can no longer attend, can someone in my company be switched to my registration?

Yes of course - please send us the updated information so we can ensure they have a correct name badge.

Do you offer Continuing Education Credits (CEU)?

We do not offer that at this time. If you are registered for the School Bus Instructor Course, you will receive information for that specific criteria.

I want other people in my company to receive these emails, how do I add them?

If they are not included in the registration form, please send us their information and we will add them to our communication list. You will receive five emails for this event once registered (one before, 3 days during, one after).



FREQUENTLY ASKED REGISTRATION QUESTIONS

Where do I check in when I get there?

Visit us on the first floor break area for refreshments & event check in! Exhibitors can go directly to their booths for their name badges - although we do still encourage coming to the main registration area to say hi.

Where do I register?

Please visit our website at paschoolbus.org and visit the events page. Our registration is fully online and you can find all information there.

What time is hotel/event check in?

Hotel Check In begins at 4:00 PM. Our Event Check In will begin at 3:30 and end at 6:30 PM on Sunday. We will be back at the registration area Monday morning for those arriving that day.

Can I buy individual tickets for certain events + dinner functions?

Yes! Please see pricing sheet for individual events.

I want to attend Convention, but I can only make it one day. Is there a one-day fee?

We are bringing this back this year - it will be \$85.00 (includes meals for that day). Please reach out to office@paschoolbus.org if you have specific questions on this.

Can I still register to attend after registration has closed?

We will do our best to accommodate exhibitor registrations received after the deadline but cannot guarantee space or inclusion in printed materials after June 6th. A late fee of \$150 will be added on to exhibitor pricing received after the deadline.

Can I register if I am not a member?

All Exhibitors must be PSBA Members in good standing due to high demand. However, there is a non-member Contractor price of \$405. If you would like to join and get the member pricing, please contact our office.

Do I need to pre-register for workshops?

Certain workshops do require pre-registration. If pre-registration is required, it will be noted on the registration form.

What is the cancelation policy?

If you must cancel your meeting registration, you may do so until June 6th for a complete refund of the meeting registration. After this date, you will receive a 50% refund if you cancel before June 13th. There will be no refunds after this date. Cancellations of hotel reservations must be made through the venue directly are covered by their individual policies.



FREQUENTLY ASKED EXHIBITOR QUESTIONS

Are there speaking opportunities?

The Speaker line up for 2025 is filled up, however, you can submit an RFP for 2026! Some of our sponsor packages also include a minute at the mic during available sessions.

Why should I Exhibit?

Great question! Besides increased brand visibility, customer face to face engagement & meeting with industry decision makers...this event is the largest gathering of school bus contractors in the state!

Do you include pipe & drape?

We do not have pipe & drape for our event. You will receive a 8x10' space with a 6' draped table & 2 chairs.

When do I set up/break down?

Set up begins at 1:00 PM on Sunday, and breakdown will be 6:30 - 9:00 PM Monday or 6:00 - 8:00 AM on Tuesday.

I want to bring a bus to the Outdoor Bus Display - what do I do?

This option is available for our Exhibitors - please select this option in the registration form and complete all vehicle(s) information. This is first come first served, based on space availability. Please note - there will not be any electrical hook up.

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How do I become a Sponsor?

You can visit our website for available sponsorship options, or reach out directly to our office! When you register for the event, you will be able to select your desired sponsorship. If your sponsorship comes with a comp registration, please reach out to the office.