



## 20th Annual Aviation Education & Career Expo *"Dreams with Wings"*

### Vendor Registration

Corporate Sponsorship, Scholarship, and Internship Opportunities

**Rider Jet Center, Hagerstown Regional Airport**

**18421 Henson Blvd., Hagerstown, MD 21742**

**Friday, November 6th, 2026**

Dear Vendors & Sponsors,

Join us for the 20th Annual Aviation Education & Career Expo—a one-day event connecting high school and college students (ages 16-22) to aviation and aerospace careers. Meet industry leaders, explore vendor booths, view aircraft displays, hear from guest speakers, watch live demonstrations, and learn about scholarship and internship opportunities.

Vendor's booth space is free, but attendance is required. If you cancel within 10 days of the event, a \$250 fee will apply to support future scholarships.

Space is limited, so please register as soon as possible. Vendors offering scholarships, sponsorships, or internships will receive priority registration.

**All Sponsorships and Scholarships are TAX DEDUCTIBLE!**

**NONPROFIT #52-2001455 Community Foundation of Washington County**

We look forward to partnering with you for this impactful event!

Sincerely,

Julie O'Brien | Aviation Education & Career Expo Event Chair | 240-409-712



PO Box 1832 | Cypress, TX 77410-1832  
T +1.877.545.4724 | F+1.713.300.1762  
[www.ParagonAviationGroup.com](http://www.ParagonAviationGroup.com)

[aviationexpo.vendor@gmail.com](mailto:aviationexpo.vendor@gmail.com)

Please complete and return to: [aviationexpo.vendor@gmail.com](mailto:aviationexpo.vendor@gmail.com)

Hold Your Space

**We provide each vendor with a 6 ft table and 1 chair. Additional chairs and tablecloths are the vendor's responsibility.**

#### Exhibitor Details:

- Organization Name:
- Contact Person:
- Address:
- City, State, Zip:
- Phone:
- Cell:
- Email:
- Will your booth display or banners exceed 4 ft in height? Yes, \_\_\_\_ No \_\_\_\_
- Note: Wi-Fi is available.
- **Electricity will only be provided to vendors bringing a flight simulator.**
- Are you planning to bring a flight simulator? Yes, \_\_\_\_ No \_\_\_\_

#### Exhibition Guidelines:

- Setup begins at 7:00 AM on November 6<sup>th</sup> (or the day before 1pm-4pm on the 5<sup>th</sup>). Tear-down starts at 2:00 PM.
- Expo runs from 9:00 AM to 2:00 PM.
- Complimentary Vendor Networking Breakfast: 7:30–8:00 AM; and Lunch at Noon.

Please read and initial the following:

1. Indemnification and Release: Exhibitor releases Rider Jet Center and all co-sponsors from any liability related to booth space.
2. Insurance: Exhibitors should obtain necessary event insurance coverage (1-day waiver).
3. Force Majeure: The event may be canceled due to uncontrollable circumstances (e.g., natural disasters or pandemics).

Exhibitor releases Rider Jet Center, Aviation Education and Career Expo volunteers, and associated parties from any liability for injury, damage, or loss of property related to vendor booth participation. Exhibitor agrees to cover defense costs for claims against hosts or co-sponsors and indemnifies all event parties for loss or damage related to the exhibit booth or table.

Exhibitor discharges all sponsors and associates from liability for injuries or property damage during the Expo.



**Insurance:** Exhibitor must obtain coverage at their own expense for trade show obligations.

**Force Majeure:** If events beyond reasonable control (acts of God, war, government advisories, disasters, severe weather, or power disruptions in Hagerstown, MD) make holding the event impractical, it may be canceled.

**Contract Acceptance:**

By signing below, I confirm that my organization agrees to the guidelines.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Corporate Sponsorship Opportunities:**

**Corporate Sponsorship Levels:**

- \$500 – Silver Level \_\_\_\_\_
- Please submit your logo and 1 corporate image with registration.
- \$1,000 – Gold Level \_\_\_\_\_
- Please submit your logo and 3 corporate images with registration.
- \$2,500 – Platinum Level \_\_\_\_\_
- Please submit your logo, 4 corporate images, and a 30-second commercial or video about your business.
- In-Kind Sponsorship: Item: \_\_\_\_\_ Value: \$ \_\_\_\_\_

All sponsors will be invoiced in July 2026. Sponsor logos and images will be displayed throughout the event, on promotional materials, and on the big screen.

### Scholarship Commitments and Opportunities:

Our goal is to support students pursuing aviation careers. Since inception, we've distributed over \$2 million in aviation scholarships!

### Scholarship Types:

1. **Monetary Scholarships – You choose the amount to be awarded to students at their chosen aviation school.**
2. **College/University Scholarships – Awarded to students attending specific institutions.**
3. **Flight School Scholarships – Includes discovery of flight and training. Specify your donation and amount.**

Scholarship Sponsorships require advance commitment for promotion. Select the category that best fits your business or school. The Expo Committee manages essay questions, registration, intake, judges, and winner selection. All sponsored scholarships display the donor logo on large, printed checks.

Monetary and college-specific scholarships are awarded through an essay competition managed by the Expo Scholarship Committee. Sponsors are encouraged to attend the Expo and participate in presenting their award. Sponsor names and logos will be featured in press releases, promotional materials, programs, and on the Expo website.

College and University Specific Awards are specific to the donating school. Winning students must apply and be accepted to the college/university. Donors can specify that their winner must be an incoming new freshman student, major specific, career goal specific, etc. The funds never leave the school. Winning funds are deposited directly into the winner's student account.

Flight school scholarships require a separate essay. All participating flight schools must specify training locations and airports. Scholarships may cover ground school, simulator time, and/or flight training. All flight training scholarships must include a complimentary discovery flight certificate in addition to their award.

**Scholarship Sponsor:** \_\_\_\_\_

**Amount of Scholarship:** \$ \_\_\_\_\_

**Name of Contact:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

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

**Please submit your logo and 4 corporate images with registration.**



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\_\_\_\_\_ (Your initials) By signing this form, you acknowledge you will be invoiced in advance for the full amount of your monetary scholarship. You agree to pay the invoice in full, according to instructions provided, NO LATER THAN September 15th, 2026.

\_\_\_\_\_ (Your initials) If the monetary scholarship is not paid by September 15th, 2026, you forfeit your company's opportunity to exhibit and to have your brand on event marketing materials.

Kindly send your correspondence to: [aviationexpo.vendor@gmail.com](mailto:aviationexpo.vendor@gmail.com)

### Internship Opportunities:

Consider offering an amazing internship this year. Employers often hire interns at this event, gaining fresh talent while supporting career development.

### Internship Details:

- Company Name: \_\_\_\_\_
- Contact Person: \_\_\_\_\_
- Internship Title: \_\_\_\_\_
- Paid/Unpaid: \_\_\_\_\_
- Internship Length: \_\_\_\_\_

Submit your internship opportunity by scanning this form to: [aviationexpo.vendor@gmail.com](mailto:aviationexpo.vendor@gmail.com)

### Important Dates:

- July 1, 2026 – Deadline for College-Specific and Flight School Scholarship Notifications.
- July 15, 2026 – Invoice for Sponsors and Scholarship Commitments.
- September 15, 2026 – Final payment deadline for sponsors and scholarship contributors.
- November 5, 2026 – pre-show setup (1–4 PM).
- November 6, 2026 – Event Day setup (7:00 AM); doors open at 8:00 AM; Expo runs from 9:00 AM to 2:00 PM.

We appreciate your support in helping students discover exciting opportunities in the aviation industry!