



Southwestern Ohio EPC
35th Annual EPC Educational Vendor Fair – August 5, 2026

The 35th annual EPC Educational Vendor Fair is not far away! ***If you are not the person(s) who will be in your booth, please pass this information on to the individuals who will be attending.***

The EPC Educational Vendor Fair will be held on **Wednesday, August 5, 2026, at Wright State University's Nutter Center**, which is located at 3640 Colonel Glenn Hwy in Fairborn, OH 45324. (Near the intersection of Colonel Glenn Hwy, Fairfield Road, and Raider Road.) **Vendor Fair Hours are 9:00 a.m. – 2:00 p.m.**

PLEASE READ ALL INFORMATION BELOW VERY CAREFULLY:

BOOTH ASSIGNMENT – You may view your assigned Booth number by [clicking here](#).

ABOUT YOUR BOOTH – Your booth will be set up as you requested on your online registration. You may view the links below for Electricity and Table Coverings/Tables.

- **Electricity** - If you did not order and pay for electricity, your booth will not have it. Only certain areas of the show floor have access to electricity, and we cannot add it on the day of the show. Please [click here to view the electricity layout](#) and confirm if electricity has been ordered for your booth. The first page is the layout; the second page lists the vendors by booth number.
- **Table Coverings** - If you ordered table coverings, they will be provided for you within your booth. If you did NOT order table coverings, you must provide your own; ***extra table coverings will NOT be available on the day of the show.*** EPC-provided table coverings are solid black in color. *(Please make sure you have a table covering ordered or bring your own. The tables look bad without covers.)*
- **Tables** - You will have the number of tables ordered in your booth. (If you did not indicate how many tables you wanted, we gave you two automatically.) You can place your tables in any formation you like as long as they stay within your booth and do not infringe on your neighbor's space or the aisles. For example, you could place your table(s) with one in front and one in back for storage or as a workspace, diagonally if you're on a corner, or you may even place them at the back of your booth so people can walk *into* your booth. If you find that you have too many tables once you're set up, we can have our staff remove them upon request. [Click here to view the Table and Table Coverings Layout](#). The first page is the layout; the second page lists the vendors by booth number.

EARLY SET UP – If you wish to set up your booth early, you may enter the Nutter Center on Tuesday, **August 4th** between **10:00 a.m. and 3:00 p.m.** (this is the day prior to the show). **The electricians will leave AT 3:00 p.m. If you need the assistance of an electrician, or even think you might, we strongly recommend arriving earlier in the day.**

DAY OF SHOW - On the day of the show (Wednesday, August 5th), you may enter as early as 7:00 a.m. If you are bringing an electric power box to service your booths (or if you plan to bring anything different or in addition to what you have already notified us of on your online booth registration), please let us know ASAP [via email](#) so we can alert the Nutter Center's electricians and staff. You will also need to bring your own cables and power strips

to connect to the power. (“Electricity” is defined as one outlet, unless you ordered multiple.) **Vendors should park in Lot 5.** There is a loading dock there for your convenience. You may drive up to the loading dock to unload, *but please move your vehicle as soon as possible so other vendors may also utilize this area.* [Click here to view a Parking Lot Map](#) indicating the location of all parking lots at the Nutter Center. If Lot 5 becomes full, please use Lot 6. Lot 9 is for school attendees only. There are a limited number of carts belonging to the Nutter Center that you may use to move your items into the arena. However, if you have your own cart(s), we highly recommend bringing them.

HOTELS & ENTERTAINMENT NEAR THE NUTTER CENTER – Please follow this link for a Google Map of nearby Hotels, restaurants, and more near the Wright State University’s Nutter Center: <https://www.nuttercenter.com/plan-your-visit/hotels>. There are quite a few restaurant options available. If you find that you have extra time, consider visiting the [National Museum of the United States Air Force](#) just 4 miles down the road. Admission and parking are free. (They are open 9am-5pm.)

FOOD VENDORS - *Fire codes do NOT permit fryers in the Nutter Center. **The Nutter Center does NOT have kitchen facilities for vendor fair use.*** Water will be available near the show floor entrance, near booths 46 and 47. As we have in the past few years, we will have a way for you to donate any extra non-perishable foods to the “Raider Food Pantry” for students at Wright State University. We will include a piece of paper labeled “Raider Food Pantry” in the vendor packet, which will be waiting for you at your booth. Stack your donation in your booth at the end of the event and place the paper on top of it. There will be volunteers who will walk around and gather the donations when the show is over.

VENDOR PACKET - A Vendor Packet will be waiting for you in your assigned booth, containing a hard copy of our EPC Member Directory, the Vendor Fair Show Handout listing participating vendors, your ordered lunch tickets, and name tags.

VENDOR DRAWING – On the day of the show, please drop off your business card at the EPC Booth for our Vendor Drawing. We will be drawing one lucky Vendor at the end of the show to receive a \$100 Amazon Gift Card as a token of our appreciation. Multiple people per booth may drop off a business card, but only one per individual, please.

VENDOR PRIZES – You are more than welcome to have prize drawings within your own booth. If you need assistance finding your prize winners, we would be happy to announce their names over the loudspeaker – just come to the EPC Booth and let us know.

BREAKFAST/LUNCH – A complimentary breakfast buffet, including coffee, water, and juices, will be available in the McLin Gym (across the hall from the Vendor Fair arena floor) from 7:00 a.m. until 9:00 a.m. on the day of the show. You are welcome to eat in this area or bring items back to your booth while setting up or getting ready for the day. Lunch will be set up in the same location and will run from 11:30 a.m. to 1:00 p.m. Tickets are not needed to enter Breakfast, but you must bring your Lunch ticket to enter for Lunch.

TARGET AUDIENCE MARKETING – We encourage vendors to reach out to their target audience and invite them to see you at the show. We, the EPC, have invited school employees from all of our member school districts. We email our Superintendents, Treasurers, Business Managers, HR Directors, Supervisors of Food Service, Maintenance, and Transportation (along with staff in those departments), Principals, Teachers, Librarians, Wellness Coordinators, Office Staff, and others directly. As participating vendors, we encourage you to invite your customers and others you would like to speak with, so you’ll have a better chance of seeing them at our

show. Please post on your social media pages, send to your email contact lists, etc. Feel free to use the links provided in the Special Links section below.

MEETINGS & SEMINARS – We have scheduled several meetings and seminars for our school members to attend throughout the day. We feel this encourages our members to attend the show. You may view the EPC Vendor Fair Meeting/Seminar Schedule by [clicking here](#).

OTHER FAQ's – We have also summarized some of our most common Q&As below for your convenience.

- **Q:** Are there any other items we should bring with us? **A:** Some good items to have for “just in case” include: Extension cords, power plug strips, business cards, tape, folding/rolling carts to move items in and out of your booth, promotional giveaways with your company information on them, and comfortable shoes.
- **Q:** Are there any restrictions I should be aware of? **A:** Fire codes do NOT permit fryers in the Nutter Center. Balloons & Glitter are also not permitted.
- **Q:** Will I be able to hang my banner? **A:** If you plan to bring a banner, you will need to bring something to hold it or hang it from. Most booths do not have a wall behind them.
- **Q:** Will Wifi be available? **A:** Yes, we will be providing WiFi again this year at no charge. The connection is named “Show” and the password is “WithTheShow”. *We have been told it can be unreliable for larger groups. You may want to bring a Wi-Fi hotspot with you if the internet is mandatory for items in your booth.*
- **Q:** Can I pre-ship some items to the WSI Nutter Center? **A:** Items should be addressed to: EPC Vendor Fair, WSU Nutter Center, Ste 430, Wright State University, 3640 Colonel Glenn Hwy, Dayton, OH 45435. Please include a label with your company name so we know where to place it. We unfortunately do not have a way to ship anything back.
- **Q:** How can I get a list of those who visited my booth? **A:** We suggest setting out a fishbowl/container to collect business cards. Offering to award a prize to a randomly drawn card is a good incentive to receive a larger number of cards. Additionally, by collecting their business cards, you can determine with certainty whether the contacts are part of your target audience. You may want to include extra blank pieces of paper & pens for anyone without business cards on them.
- **Q:** What can I do to make my booth interesting? **A:** Games such as “Spin the Wheel” or “Cornhole” to win special prizes (like water bottles or t-shirts). Anything interactive, flashy and/or exciting is always a big draw.

SPECIAL LINKS – If you are posting about our event on your website or social media pages, feel free to use these links below:

- [EPC Vendor Fair Save the Date Invitation](#)
- [RSVP for EPC Vendor Fair and/or Vendor Fair Meetings – Districts may use this link to register for meetings/seminars](#)

EPC Vendor Fair Meeting & Seminar Flyers:

- [2026 EPC Vendor Fair Meetings – Printable List](#)
- [EPC Food Service Updates Meeting](#)

- [EPC/ODEW Food Service Procurement Training](#)
- [Transportation Supervisors Meeting](#)
- [Artco Bell – Through Their Eyes: Empowering Learners with Adaptable Educational Environments](#)
- [Friends Office – Streamline, Simplify, Succeed: Office Essentials That Work as Hard as You Do](#)
- [Friends Office – Healthier School Starts Here: Custodial and Food Services](#)
- [John R. Green/Kurtz Brothers – Less Stress, More Success: Smart Ordering Solutions for Busy Schools](#)
- [Hinge Health – Sleep & Pain: Explores how ongoing back & joint pain impacts sleep, the connection between sleep & pain, and how to harness movement to break the cycle.](#)

All information on the EPC Educational Vendor Fair may be viewed on the EPC website:

<https://epcschools.org/vendorfair.html>.

Thank you again for participating in our upcoming show. We greatly appreciate you!