

Catholic Social Ministry Gathering

2027 Exhibitor Kit

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CSMG 2027 Conference Profile

For more than 40 years, the Catholic Social Ministry Gathering (CSMG) has served as the central gathering of Catholic social ministry leaders. CSMG 2027 will be held January 31 – February 2, with pre-events on January 30. The 2027 conference will be held in-person at the Omni Shoreham Hotel in Washington, D.C. Join us to pray, learn, and act for the common good and to lift up our Catholic voices during advocacy visits on Capitol Hill.

Top reasons to participate in CSMG 2027 as an exhibitor

- **Engage** over 500 Catholic leaders who are active in diverse fields of ministry.
- **Showcase** your organization's work and resources to participants.
- **Receive** up-to-date briefings on the Catholic Church's responses to pressing domestic and global challenges relating to poverty, war, injustice and the promotion of human life and dignity.
- **Learn** how the Church continues to deepen and extend its rich tradition of social teaching and engagement for the life, dignity, and the common good, especially in light of the teaching of Pope Leo.
- **Understand** the strategic importance of Catholic social teaching and the integration of social ministry and advocacy in the mission and identity of a broad range of Catholic institutions and organizations.
- **Demonstrate** your organization's commitment to the social mission of the Catholic Church, and active support for a society and world more reflective of Gospel values.

CSMG brings together top Catholic leaders and thinkers

Exhibitors will showcase their organizations to:

- Diocesan, parish, and religious community leadership
- Grassroots and policy experts
- College and university students, staff, and faculty
- Catechists
- Volunteers and volunteer educators
- Staff of national collaborating organizations and the United States Conference of Catholic Bishops

Coffee breaks will be held in the Exhibitor Hall to help encourage participants to visit our wonderful exhibitors and ensure high visibility of exhibitors to participants.

Cost to Exhibit

The fee for a 6-foot exhibit table at CSMG 2027 is **$700** (includes 2.95% bank credit card/check processing fee).

Exhibiting Hours

- Saturday, January 30, 1:00 PM - 5:00 PM (Set-up only)
- Sunday, January 31, 7:00 AM - 9:00 AM (Set-up), 9:00 AM - 6:00 PM (Exhibits open)
- Monday, February 1, 8:00 AM - 5:00 PM (Exhibits open), 5:00 PM (Teardown)

CSMG 2027 Exhibitor Application

Please complete this form and return it to the address below so that it is received by Nov. 13, 2026.

Organization Name: _____

Address: _____
Bldg. Number/Name Street Suite/Unit/Floor

_____
City State Zip Code Organization Web Address

Primary Contact Name: _____ Title: _____

E-mail: _____ Phone: _____ Fax: _____

Alternate Contact Name: _____ Title: _____

E-mail: _____ Phone: _____ Fax: _____

Reason for alternate contact: _____
(i.e., matters of registration, advertisement, billing, etc.)

Please provide the names of the one or two people who will be staffing your exhibit (if approved):

_____

Please describe the programs, services, or products that you will be promoting at your exhibit (if approved): _____

_____

Have you exhibited at CSMG before? If so, when? _____

Agreement: This form serves as notice of our application to become an exhibitor at CSMG 2027. The staff of CSMG and USCCB is hereby authorized to assign and reserve exhibition space at CSMG 2027 for the organization stated above. I understand that permission to exhibit is not confirmed until receipt of written confirmation from the CSMG staff. **Note: You will have 30 days to also register and submit payment. If your registration payment is not received on or before January 1, 2027, we will proceed to the next applicant on the waiting list. I hereby acknowledge and agree to comply with the *CSMG Exhibitor Terms and Conditions*, and to communicate that information to any others who will work at our exhibit during CSMG 2027.**

_____ _____
Date **Signature**

Return completed application form by e-mail to:

Payton DeAndrea
USCCB Secretariat of Justice and Peace
Phone: 202-541-3185
Email: CSMG@usccb.org

CSMG 2027 Exhibitor Terms & Conditions

Exhibitor Terms and Conditions:

- Deadline for application: **CSMG staff must receive the *Exhibitor Application* no later than Friday, November 13, 2026**. CSMG staff will review each application and notify applicants of their status as soon as possible.
- Exhibits will be in-person only. However, the logos of exhibiting organizations will be listed on the registration site. ***Please send your organizational logo (300 x 300 pixels) and webpage URL to Payton DeAndrea (CSMG@usccb.org) by November 13, 2026***.
- Notification of approval and fee: Approved exhibitors will be notified by e-mail and will receive instructions and a password to register and pay a fee of $700 (includes a 2.95% bank credit card processing fee) through CSMG online registration. Exhibitors who find it necessary to cancel their registration by **December 31, 2026**, will receive a full refund minus a $50 administrative fee and the 2.95% bank credit card processing fee. Cancellations after **December 31, 2026**, will result in no refund.
- Assignment of space: Exhibit space is assigned first to CSMG collaborating organizations. After CSMG collaborating organizations have had a reasonable amount of time to register for Exhibiting, it will open first to Catholic organizations and others that align closely with the interests of CSMG participants. A priority deadline for these organizations is set for **November 13**. After that, new organizations will be allowed to register and approved as space allows. Organizations who are not Catholic may register at any time, but their application may not be approved until after the November 13 deadline. Reservation of exhibiting space will not be confirmed until payment is received in full. USCCB and CSMG reserve the right to remove displays or entire exhibits that are not compatible with the teachings of the Catholic Church.
- Services provided: Each exhibitor will be provided with a 6' skirted table with two chairs. **NOTE: Additional table/s may be available. The cost of an additional 6' skirted table added to adjacent exhibit space will be $700 per table and based on available space**. Additional tables smaller than 6' added to existing exhibit space (i.e., no additional exhibit space required) may be available and can be arranged through the hotel for a fee. Displays should generally be confined to tabletops, with one-floor-stationed banner permitted. Other exhibit configurations must receive prior approval from the conference organizers. No pipe and drape, electricity, internet, or special security will be provided. Arrangements can be made with the hotel for internet and electricity access for a fee. Exhibitors are responsible for any additional cost incurred with the hotel and will be invoiced after CSMG for any such additional expenses.
- Approved access for exhibitors: Status as an exhibitor at CSMG does not include admittance to any CSMG events (including pre-Gathering events), nor to any private meetings or events of partner organizations that take place during the Gathering. Approved exhibitors are

welcome to register in order to fully participate in the Gathering. The simplest way to do so is by using the "Exhibitor" option, and then selecting "Exhibitor Attendee" to register in both categories and take care of payment at one time.

- Display and distribution of materials: Exhibitors may display and distribute materials only at their approved exhibit table. No materials are to be distributed in meeting rooms or placed on tables or chairs.
- Security for exhibits: Security of all exhibit display materials and personal items is the exhibitor's responsibility. Neither USCCB nor the Omni Shoreham Hotel will be responsible for lost or stolen items. **Due to space limitations, CSMG is unable to store any exhibit items during the Gathering**.
- Authorized representative(s): **Exhibitors must wear the designated badges at all times during CSMG events**. Exhibitors may have no more than two staff working at each exhibit table at one time. Exhibit personnel shall be restricted to owners, full-time employees, or other authorized representatives approved by CSMG to staff the exhibit stand during the published exhibit hours. Each exhibiting organization shall provide CSMG in advance with the name and title of the person(s) who will be staffing their exhibit and will be designated as responsible for the exhibit.
- No Endorsement: Permission to exhibit (if granted) confers only a limited license by CSMG to an exhibitor to use one or more exhibit space(s) to be assigned by CSMG for exhibition purposes at the Gathering. It does not and shall not be construed, interpreted, or described in any way to constitute approval, endorsement, or recommendation of exhibitors or their products, or in any manner create an agency relationship between USCCB or CSMG and exhibitors.
- Breaking down exhibits: Exhibits break-down should not begin before 5:00 p.m. on **Monday, February 1**, and all exhibits must be taken down no later than **11:00 a.m. Tuesday, February 2**. Neither USCCB nor the Omni Shoreham Hotel are responsible for items that are left after the breakdown period.
- Media, Social Media, and Recording Policy:

1. **Professional media** organization representatives are required to obtain advance accreditation to attend the Catholic Social Ministry Gathering (see CSMG Media Accreditation page).
2. **Social media is encouraged at CSMG**. However, CSMG participants are responsible for their own use of social media during the Gathering, and are asked to be respectful of other participants, and to follow normal courtesies in this regard. Note the following exception about off-the-record sessions.
3. **Closed to Media sessions** will be announced and/or posted at the beginning of some meetings or noted in program materials. No social media posting, recording, or reporting of any kind is permitted from sessions that are announced as closed to media.
4. **Recording by participants** of entire sessions at CSMG for the purposes of posting, sharing, or distribution is not permitted. Any questions about recordings of CSMG keynotes, plenaries, or other presentations should be directed to the CSMG team at CSMG@usccb.org.

5. **Recording by CSMG staff** or official representatives will be taking place, and CSMG participants consent to being recorded. CSMG representatives will record or photograph some CSMG events in part or in full, and the U.S. Conference of Catholic Bishops (USCCB) may make recordings or photos available for official purposes. By your attendance at CSMG, you hereby agree that you may be photographed, videoed, or recorded, and that such photography, video, and/or recording will be owned by USCCB and may be edited, modified, and distributed by USCCB in any format chosen by USCCB.

- Protection of premises: Exhibitors acknowledge and agree to adhere to and be bound by a) all applicable fire, utility, and building codes; and b) all applicable rules, regulations, and policies of the Omni Shoreham Hotel. No attachments of any kind may be made to the columns, walls, floors, or other parts of the building or furniture. All decorative materials used by exhibitors must be flame retardant. Exhibitors shall leave the exhibit space in the condition that it was in when exhibitors entered upon the premises and shall not cause or permit others to cause any damage or disruption to the exhibit space or the facility.
- Failure to open exhibition: In the event that the premises of the hotel are destroyed or damaged; or the Gathering fails to take place as scheduled or is interrupted and/or discontinued; or access to the premises is prevented or interfered with by reason of any strike or work stoppage, lockout, injunction, act of war, act of terrorism, act of God, emergency declared by any governmental agency, curtailment of transportation facilities, or any other situation making it inadvisable, illegal, unreasonable, or impossible to provide the facilities or to hold the Gathering, this contract may be terminated by CSMG. In the event of such termination, exhibitors waive any and all claims for damages and agree that the sole liability of CSMG shall be to return the exhibitor fee, less the exhibitor's pro-rata share of all costs and expenses incurred and committed by CSMG.
- Additional terms and conditions: Additional terms and conditions may be specified by CSMG staff or the event hotel.
- After applying to exhibit at CSMG 2027 and receiving approval, exhibitors will be instructed to complete arrangements (and registration if desired) via CSMG online registration. Online payment options are also available.
- Exhibitors needing to cancel or modify a request to exhibit should send requests to Payton DeAndrea (CSMG@usccb.org) no later than **December 31, 2026**, in order to receive a full refund minus a $50 administrative fee and the 2.95% bank credit card processing fee. **Cancellations after December 31, 2026, will result in no refund**.

Further instructions for Exhibitors:

- Notify Payton DeAndrea (CSMG@usccb.org) no later than **Wednesday, January 27, 2027**, with the total number of packages shipped and a description of the contents. Upon arrival at the hotel, please check with the Business Center for your packages/boxes. Please check with Payton DeAndrea (CSMG@usccb.org) if you are unable to locate your boxes. Packages/boxes will be delivered to your exhibit table upon request.

- Any exhibit items shipped to the Omni Shoreham Hotel should not arrive prior to Wednesday, January 27, 2027.
- We will be in touch with more shipping information, including specific instructions and an example shipping label, as the Gathering approaches. Due to space limitations, CSMG is unable to store any exhibit items during the Gathering.