



MAINE SCHOOL MANAGEMENT ASSOCIATION

49 Community Drive, Augusta, Maine 04330
Telephone: (207) 622-3473 Fax: (207) 626-2968
Website: www.msmaweb.com

INVITATION TO EXHIBIT

Each year Maine School Management Association sponsors a leadership development conference for Maine school board members and superintendents. This year's 37th Annual MSMA Fall Conference will be held on Thursday and Friday, October 21 and 22, 2010, at the Augusta Civic Center. The two-day program features speakers at both luncheons, as well as over 50 educational "clinics." Registration for participants begins at 7:45 a.m. on Thursday, with the last clinic ending Friday at 2:00 p.m. Over 900 people attended the 2009 Fall Conference.

Exhibitors are a valuable part of our educational conference. Therefore, we are inviting you to participate in the 2010 MSMA Fall Conference. Attached is an application with exhibit information and details regarding exhibiting at this conference. Also enclosed is a map of the exhibit area located in the main auditorium of the Augusta Civic Center. The layout may change to accommodate the number of exhibitors and amount of space needed.

The exhibit area is open at 7:45 a.m. on Thursday morning until noon on Friday. A reception will be held Thursday evening from 4:00 – 5:00 in the exhibit area, giving participants time to mingle with exhibitors.

I hope that you will join MSMA on October 21 and 22. If you plan to exhibit, please forward the MSMA copy of the enclosed contract to MSMA with the appropriate payment. **September 24th** is the deadline for reserving space and having your company listed in the Fall Conference Brochure. If you are interested in co-sponsoring this event or would like to donate door prizes to be drawn during the Thursday evening reception, please return the enclosed form or contact me at 207-622-3473; email soconnell@msmaweb.com.

Don't hesitate to call me if you have any questions about the exhibitor booths or the exhibitor rules. I look forward to working with you.

Sincerely,

Shelley O'Connell
Association Services Manager

The 37th Annual MSMA Fall Conference

Augusta Civic Center

October 21 and 22, 2010

Don't miss this unique opportunity to reach key decision-makers from school districts across the state.

EXHIBITOR SPACE APPLICATION CONTRACT

Please print/type

Exhibiting Firm _____

(Please type your company name as you would like it to appear in the program)

Contact Person _____ Title _____

Phone _____ Fax _____ Email _____

Address _____

City _____ State _____ Zip _____

Product/Service to be Exhibited _____

Representatives (Name badges will be available for the first four names listed unless otherwise requested)

Name _____ Title _____ Name _____ Title _____

Name _____ Title _____ Name _____ Title _____

Exhibit spaces requested _____ \$ _____ Amount enclosed

(\$475 each, \$50 discount for each subsequent space)

I have read the **Exhibit Instructions and Rules for Exhibitors** printed on the back of this contract and agree to abide by them.

Signed _____ Date _____

Name Printed _____ Title _____

Note: Deadline is September 24, 2010.

Please **return** to the MSMA office as soon as possible with **check** payable to Maine School Management Association. Please **keep** a copy for your records.

Maine School Management Association

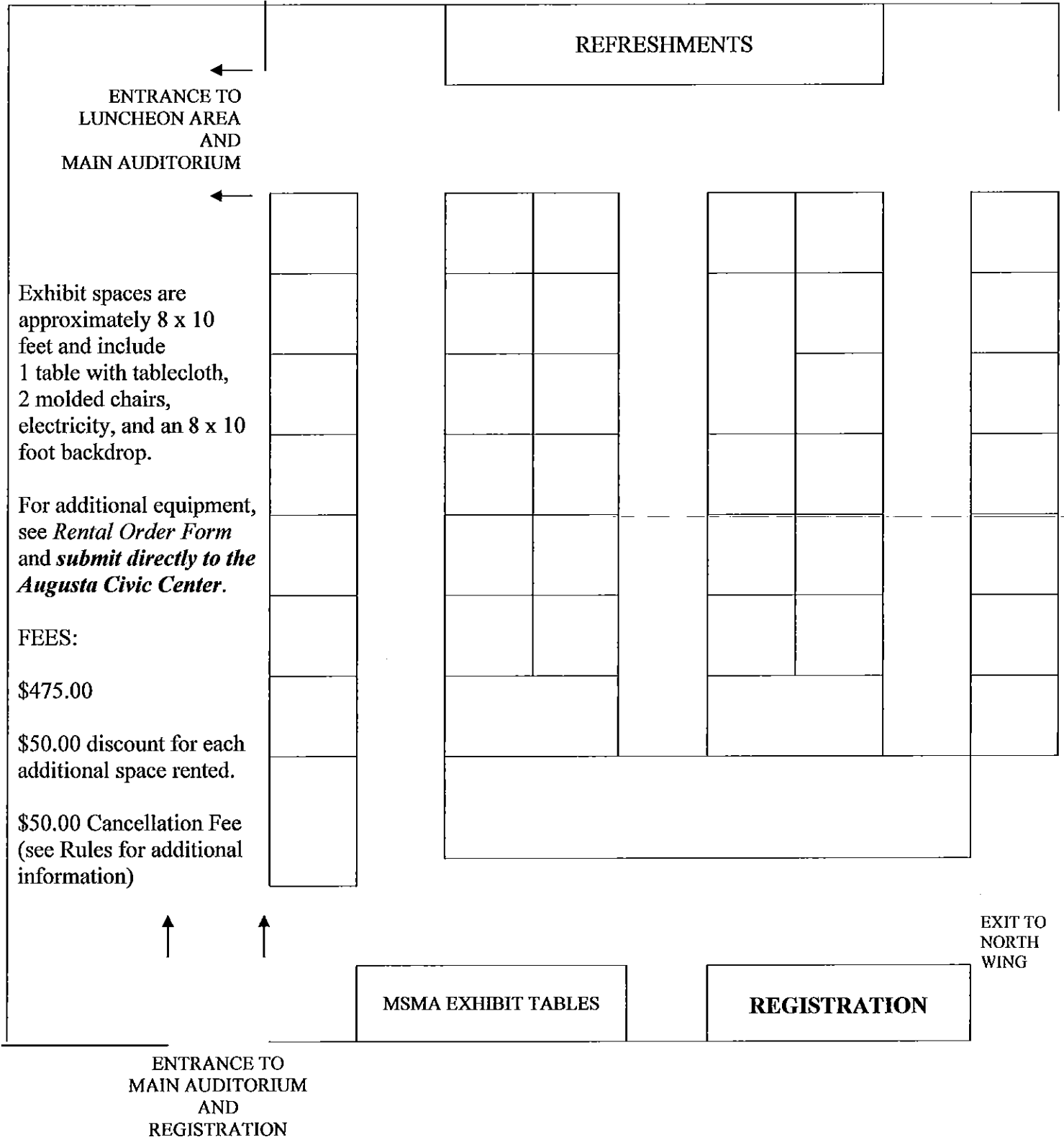
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Augusta, ME 04330

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EXHIBITOR MAP

2010 MSMA ANNUAL FALL CONFERENCE



Note: This is a preliminary map and subject to change.

37th ANNUAL
MAINE SCHOOL MANAGEMENT ASSOCIATION
FALL CONFERENCE



Door Prize Donation

October 21 and 22, 2010

Company Name: _____

Address: _____

Phone #: _____

Contact Person: _____

Door Prize: _____

Description of product and services that donor company offers:

Please return to: Shelley O'Connell
Maine School Management Association
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Augusta, ME 04330

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