



MSSWA Spring Conference Vendor/Exhibitor/Sponsor Form

Agency Name: _____ Phone: _____

Agency Address: _____

Contact Person _____

Email _____ Fax _____

Description of Products/Services: _____

Each exhibit comes with a 6 ft X 3 ft table with covering/skirting (when available) and 2 chairs.

The cost for being an **Exhibitor/Vendor is \$200.00** per table and includes one lunch.

I would like to reserve _____ table(s) for the conference. _____ I need electricity.

I would like to reserve additional lunches for # _____ of people @ \$25 each.

Minnesota School Social Workers Association (MSSWA) **Conference Sponsorship Package - \$500.**

I would like to be a sponsor for the MSSWA Conference _____.

Sponsors Receive:

- 1 vendor/exhibitor booth at the conference (noted above).
- A one page 8.5x11 or smaller pre-printed informational piece to be distributed to all attendees in the conference packet, provided by sponsor.
- Verbal recognition during the conference welcome.

Notes for Exhibitors/Vendors

- * Set up time begins one hour before the first conference session.
- * Please be aware that the hotel and MSSWA are not responsible for booths left unattended.
- * An e-mail confirmation and directions will be sent after receipt of this form and payment.
- * Questions during the conference? Go to the MSSWA registration table.
- * Electricity may be available at some of the exhibit spaces.
- * We will have approximately 200 people attending the conference.

Please return this form to: _____ Total amount enclosed _____

Dan Porter
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Make checks payable to: **MSSWA**