

# 2012 Vendors/Exhibitors & MSFA Sponsorship



## Exhibitor/Vendor Booths and Rates

### Each Vendor/Exhibitor booth includes a free conference registration

- All conference breaks, the MSFA business meeting, and two receptions are held in the exhibitor area
- Spaces are assigned on a first-come, first-serve basis
- Vendor/Exhibitor registrations received on or before February 6, 2012: \$375
- Vendor/Exhibitor registrations received after February 6, 2012: \$475

There is no fee for non-profit agencies to have a vendor booth. *However, there is also no free conference registration associated with the non-profit vendor registration.*

- Exhibitor Space is reserved upon receipt of full exhibitor payment
- Exhibitor times:
  - Setup: Wednesday, February 29<sup>th</sup> 8:00 AM – 12:00 PM
  - Break Down: After 7:00 PM, Thursday, March 1<sup>st</sup>
  - Vendor receptions: Wednesday, February 29<sup>th</sup> and Thursday, March 1<sup>st</sup> from 5:00 – 7:00 PM

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## Conference Sponsorship

In addition to vendor participation at the conference, The MSFA invites firms, agencies and individuals to support the association's purpose by becoming recognized as a MSFA Annual Conference Sponsor through monetary or other types of donations.

The MSFA will recognize and honor each sponsor in the 2012 conference information packet, with special recognition at the conference, and on the MSFA web site. Web site recognition including the posting of donor names, logos, contact information, and will include a direct link to the donor web site.

Annual MSFA conference sponsorship is available for a donation of \$300 to the MSFA. Please note that the MSFA is a non-profit organization with IRS 501 (c) (3) status. Please contact the MSFA directly if you are interested in providing materials or other types of support in lieu of a direct monetary donation.

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### *Individual Hospitality Suites:*

*To make arrangements for private hospitality suites, contact Mimi Sion at (313) 982-3983.*

*NOTE: Private hospitality suites cannot qualify as a conference vendor/exhibitor or toward conference sponsorship*

**For more information about Sponsorship and Vendor opportunities, contact Chris Rybak, Conference Committee Chair. Phone: (810) 429-4044 or e-mail: [msfa.conference@gmail.com](mailto:msfa.conference@gmail.com)**

# 2012 Vendor/Exhibitor and Sponsorship Registration



Company Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Company Web site \_\_\_\_\_

Telephone Number \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone Number \_\_\_\_\_

E-mail Address \_\_\_\_\_

## Vendor Registration Information

Number of tables or approximate space needed \_\_\_\_\_

Will you need electricity/outlets? \_\_\_\_\_

Other information about display: \_\_\_\_\_

## Sponsorship Registration

Please also send an electronic copy of your logo, contact information, and a brief description of your company's available services to Joy Brooks, [brooks@msfa.org](mailto:brooks@msfa.org), MSFA website contact.

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Please complete a separate conference registration for the company representative. Multiple registrations can be submitted together, including vendor/sponsor registration, with one check.

*Non-profit organizations are not obligated to pay display area fees and are not eligible for the free conference attendance registration.*

Vendor Fee (\$375 or \$475 if received after February 6, 2012)  \$ \_\_\_\_\_

Sponsor Fee (\$300 or include a brief description of in kind donation)  \$ \_\_\_\_\_

Total Enclosed: \$ \_\_\_\_\_

Questions about Vendor and Sponsorship opportunities can be directed to Chris Rybak, Conference Committee Chair at (810) 429-4044 or [msfa.conference@gmail.com](mailto:msfa.conference@gmail.com)