



The National Association of Educational Buyers-Michigan Region cordially invites you to participate in our annual **VENDOR EXHIBIT**.

THURSDAY, OCTOBER 3rd, 2002
McCAMLy PLAZA HOTEL
BATTLE CREEK, MI
3:30 PM - 6:00 PM

Take this unique opportunity to meet and network with educational buyers representing a variety of colleges and universities throughout the State of Michigan. You may also want to take this opportunity and join us for dinner at 6:30 pm following the vendor show.

**\$175.00 FOR A BOOTH (includes electrical hook-up
and covered, skirted 6 ft Table)**
\$25 FOR ANY ADDITIONAL 6 FT TABLE
\$35.00/PER PERSON FOR DINNER

Every company registered will receive a listing of all conference attendees, complete with contact information

To register, please complete the attached form and return with a check or money order by **September 13, 2002 to: (make check payable to NAEB-Michigan Region)**

Cindy Howie
Eastern Michigan University
Purchasing Department, Phys Plant Ste 122
Ypsilanti, MI 48197

Fax: (734) 487-4191
Phone: (734) 487-1204
Email: cynthia.howie@emich.edu

Cancellation requests must be received by Cindy Howie, in writing no later than Friday, 9/27/02, 5pm to receive a refund

Hotel Information

Audio Visual Rental: Please make your own arrangements with the hotel for rental and payment, see enclosed information. (It is acceptable to bring your own audio visual equipment.)

Overnight Accommodations: McCamly Plaza Hotel is offering special rates for our conference and vendor show. Be sure to mention **NAEB-Michigan Region** when making your reservations.



NAEB VENDOR SHOW REGISTRATION FORM

COMPANY NAME _____

ADDRESS _____

CONTACT NAME _____

PHONE _____

FAX _____

EMAIL ADDRESS _____

WEB ADDRESS _____

Please reserve the following for my company:

	<u>Qty.</u>	<u>Cost Each</u>	<u>Total</u>
Booth & table	_____	\$175.00 prepay \$185.00 pay the day of show	_____
Booth only	_____	\$160.00 prepay \$170.00 day of show	_____
Additional 6 ft. Tables	_____	\$25.00	_____
Dinner	_____	\$35.00	_____
Sponsorship			_____
Grand Total			_____



Additional Opportunities

You are invited to donate an item for the raffle that takes place during dinner after the vendor show on Thursday evening. You may bring the item with you, send it ahead of time or provide information on how the recipient of your item can receive it at a later date.



There are also several sponsorship opportunities for many events throughout our conference. If you would like to make a donation toward one of the following events please select from the list below and indicate the amount you would like to donate on the registration form. Your company will be given recognition as a sponsor of the event during the conference and will appear in our program as the sponsor.

Meals: Thursday or Friday Breakfast, Thursday or Friday Lunch, Thursday Dinner

Events: Wednesday night hospitality, Snacks and refreshments during vendor exhibits

Programs: Speaker fees, Scholarship Fund

Supplies: Any conference related materials and supplies, i.e., name badges, lanyards, folders, notebooks.



4th Annual NAEB-Michigan Golf Scramble

Tentatively scheduled for

Wednesday, October 2, 2002 1:30 p.m. (yes, Wednesday)

Contact Gary Reffitt or Cindy Howie at Eastern Michigan University for more details

734-487-1200