



Michigan 9-1-1 Conference Booth Agreement

November 15, 2011

Greetings,

If you are not responsible for participating in industry trade shows and conferences, please forward this information to the individual who handles that for your organization.

We are pleased to announce the 2012 Michigan NENA Conference and Exhibit Show. We look forward to another excellent conference this year. This year's conference will once again be held in Lansing at the Lexington Lansing Hotel. The conference dates are May 20-23, 2012. The trade show will be on Tuesday between 4pm and 8pm May 22th and Wednesday, May 23th from 10am-1pm.

Vendor set up will be from 10a-4p on Tuesday May 22th.

Vendor hours will be exclusive and include a reception and cocktails at 6pm Tuesday evening and a box lunch served in the exhibit area on Wednesday. We will have space for approximately 40 booths. **Final vendor information packets will be sent upon receipt of your booth form and payment.**

Enclosed are forms for exhibit space rental and conference registration for two persons. If you wish to purchase additional passes, they are available daily or as a full conference purchase.

In addition to exhibit space rental, there are other sponsorship opportunities available as well. These sponsorships offset conference expenses and allow us to keep registration fees reasonable for attendees. These sponsorships run from \$750 to \$2500 and partial sponsorships are also accepted. Please let me know if you have the ability to be one of our conference sponsors. If you have other suggestions or questions about sponsorships, I can be reached at any of the below listed numbers or e-mail.

The committee looks forward to seeing you and your company represented at this year's conference. If you have questions, please feel free to contact me.

Regards,

Jeri Tapper, ENP
Chapter Vice President – Vendor Contact
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