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**To:** Career/Technical Trade Show Vendors  
**From:** Linda Bath, Executive Director, MS ACTE  
**Date:** 12/17/15  
**Re:** Career and Technical Summer Conference Trade Show 2015

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The Mississippi Association for Career and Technical Education will again sponsor the annual Summer Conference and Trade Show. Please consider this announcement your official invitation to attend and exhibit. The conference is scheduled for July 27-29, 2016, at the Jackson Convention Center located at 105 E. Pascagoula Street in Jackson, Mississippi. The Mississippi Department of Education will be partnering with us to host this annual conference. Because there will be will training done by the MDE, we are anticipating a minimum of 1,400 attendees.

Set-up time for the booths is 1:00 p.m. until 4:30 p.m. on July 26. The exhibit hall for vendors will be open July 27 from 8:00 a.m. until 4:30 p.m. and July 28 from 8:00 a.m. until noon. Please indicate how many representatives will be attending the show. We will provide lunch on July 27 for all representatives.

We encourage all of our vendors to present during break-out training sessions on the afternoon of July 27 and during the day on July 28. In order to be considered as a presenter, you must submit your contract and call for presenters form by **February 12**. In order to be a presenter, you should visit <https://www.surveymonkey.com/r/QDRQ8WZ> to submit your presentation proposal. **The call for proposals will end at 5:00 p.m. on February 12, 2016.**

If you have any questions or concerns, please call me at the MS ACTE office. The phone / fax number is 601-857-5763. My e-mail address is edofmsacte@aol.com. I look forward to hearing from you soon.

Enclosures