



MISSISSIPPI ASSOCIATION FOR CAREER AND TECHNICAL EDUCATION

2008 SUMMER CONFERENCE TRADE SHOW PROSPECTUS

**BEE HALL
HINDS COMMUNITY COLLEGE
RAYMOND, MISSISSIPPI**

SHOW SET-UP:

JULY 22, 2008

9:00 A.M. -- 1:00 P.M.

SHOW DATES:

JULY 23, 2008

10:45 A.M -- 4:30 P.M.

JULY 24, 2008

8:00 A.M. -- 4:30 P.M.

YOUR INVITATION

The Mississippi Association for Career and Technical Education invites you to exhibit at the Annual State Career/Technical Conference and Trade Show to be held July 23 and 24, 2008, in Bee Hall, Hinds Community College, in Raymond, Mississippi. The Mississippi Department of Education and the RCU are partnering with us to host a mega-conference for career/technical teachers, administrators, tech-prep personnel, and school to work and job training counselors. In addition, academic teachers in certain areas will also attend the conference. The career/technical areas represented are agriculture, administration, business and office education, marketing education, guidance, health occupations, family and consumer science, technology education, trade and technical education, related studies, special vocational programs, employment and training, and adult education.

EXHIBIT TIME AND DATE

The Trade Show will be held on Wednesday, July 23, from 10:45 a.m. until 4:30 p.m. and on Thursday, July 24, from 8:00 a.m. until 4:30 p.m. Set-up is Tuesday, July 22 from 9:00 a.m. until 3:30 p.m.

EXHIBIT SPACE AND COST

All exhibits will be located in Bee Hall. Attractive decorations will be used to enhance the quality of the show. Conference registration is also in Bee Hall; therefore, all conference registrants will pass through the Trade Show area. Exhibit space per booth is 10 feet wide by 8 feet deep. Each space is furnished with a skirted table. The space also includes two chairs. The cost is \$350 for one space without electrical service, \$385 with electrical service; \$700 for two spaces; and \$850 for three spaces. Add \$150 for each additional space over three for the same exhibitor.

IMPORTANT DEADLINE

Individuals wishing to exhibit at the Trade Show should complete an Exhibitor's Contract and return it no later than **May 1, 2008**. Payment should accompany the contract. Booth assignments will be made in the order received. Please reserve your booth as soon as possible to ensure availability.

WHERE TO GET MORE INFORMATION

All questions concerning the Trade Show should be addressed to Linda Bath, MS ACTE Trade Show Coordinator, Post Office Box 85, Raymond, MS 39154; telephone/ fax (601) 857-5763; or email address: edofmsacte@aol.com. For housing information, visit our website: Mississippiacte.com and click on 2008 MS ACTE Conference. Then click on hotel accommodations for area hotels.

ADDITIONAL EXHIBIT DETAILS

No walls, partitions, signs or decorations may be erected which will interfere with the general view or with other exhibits.

HOW TO RESERVE SPACE

Use the Exhibitor Contract to reserve exhibit space. Payment should accompany the completed Exhibitor Contract. Inclusion in the exhibitor's directory cannot be guaranteed if the contract is received after May 1. Please provide complete information on the Exhibitor Contract. MS ACTE, confirming the availability of exhibit space, will return a copy of the signed contract. Booth assignments will be furnished upon arrival at the Trade Show on July 22 for set-up.

LIABILITY

Neither MS ACTE nor any of its officers, staff members or conference committee members nor the employees of Hinds Community College will be responsible for any injury, loss or damage that may occur to the exhibitor or to the exhibitor's contract. The college and MS ACTE will exercise reasonable care for the protection of materials and displays; however, the exhibitor expressly releases the foregoing named association, individuals, committee and firms from any and all claims for such loss, damage or injury.

DOOR PRIZES

If you wish to have participants register for door prizes, you will need to be responsible for getting the prize to the winner. They will not be able to be given away during the MS ACTE business meeting.

CONTRACT

The information contained in this prospectus is considered part of the Exhibitor Contract for the Trade Show. **No refunds are made for cancellations after June 15, 2008.**