



May 30, 2014

Southwest Missouri AIA Central States Conference Vendor EXPO

Greetings:

The Southwest Missouri Chapter of the AIA would like to invite you to display at our upcoming Central States Regional Conference October the 24th, 2014. The Central States Region includes the states of Nebraska, Oklahoma, Kansas, Iowa and Missouri.

The one day Conference and EXPO will be held on the 24th; set up will be Thursday afternoon October 23 and breakdown after 4 P.M. on Friday.

Like you I have spent a lot of time working and attending EXPOS. Some have paid off very well but many have just seemed like a scheme to part me out of valuable time and my employers out of even more valuable advertising and marketing dollars. **So what makes this EXPO different?**

One: This EXPO has been designed for maximum exposure of you and your products. You will notice that we laid out the beverage and snack areas inside the EXPO center; this will force the participants through the exhibits during breaks, CEU's and lunch.

Second: For an additional \$125.00 you will be able to sponsor one of 20 tables at lunch. You will be the only vendor at your table and you will be able to bring along small displays or literature to pass out to one of 9 architects that will be seated with you during lunch. *There are only 20 tables available so make sure you send in your \$125.00 request with your booth application.*

Third: We are tailoring our booth space to commercial products and product lines. Currently there are over 150 vendors interested in this EXPO. We are also trying to populate the event with a broad range of products rather than making this an event heavy on windows, flooring or roofing etc.

Please look at all the attachments carefully and submit them with your check to Dan Scott, AIA, his address will be at the bottom of your EXPO form. If your company requires more than the attached form to cut your check please notify me, Herb Rimel, at herb.rimel@meeklumber.com and I will e-mail an invoice out to you. Make sure you include your company name, address, contact information and anything else your company may require. We still have a few sponsorships available, that list will be included on a separate letter.

Please hurry returning your application and money. Our vendor decisions will be made and processed soon. **We will return checks of vendors who were not selected promptly.**

Sincerely yours,

Herb Rimel

CSR 2014 EXPO Chair

