



September 19, 2011

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Dear Potential Exhibitor

The Illinois PTA cordially invites you to join us in Schaumburg for the 110th Annual PTA Convention at Chicago Marriott Schaumburg March 9 and 10, 2012.

The projected attendance is 300 to 400 delegates, as well as many visitors who come to see the student fine arts projects. These delegates come from all over the state of Illinois, have diverse backgrounds and school/community needs.

As an exhibitor you will not only have face-to-face access to the delegates, you will also be listed in the 110th Annual Convention Exhibitor Directory, which provides all of your company's contact information. The directory is part of the official convention materials received by each registered delegate. It gives delegates an opportunity to share your information back to their members. This directory will be viewed by thousands of PTA members.

This year's convention exhibits will offer some exciting new events designed to increase participation by the delegates.

- opening the Exhibits Hall with a ribbon cutting ceremony attended by several well-known local figures
- offering each exhibitor an opportunity to participate in a "mystery exhibitor" program where delegates win prizes for visiting all the "mystery exhibitor" displays
- an Exhibits Hall reception on Friday March 9 from 4:00 to 6:00 p.m.
- a grand prize drawing at the close of exhibits on Saturday March 10
- reserving your space early allows you to select your exhibit location

Every exhibitor will be offered a space containing a 6 foot table and 2 chairs. The Illinois PTA will provide pipe and drape in the rear of the exhibit space, but will not provide any hardware to attach items to the drape. Electricity and DSL services will be contractually available at an additional charge.

Other opportunities exist in the form of advertising specials and sponsorships.

As an exhibitor at the Illinois PTA 110th Annual Convention, you will be part of the TEAM! We look forward to hearing from you no later than October 15, 2011.

Looking forward to hearing from you soon!

Dennis P. Quinn, Exhibits Coordinator
Illinois PTA
466 Franklin Lane
Elk Grove Village, IL 60007

EXHIBIT SPACE CONTRACT REQUEST FORM

Contact Person Name _____

Company Name _____

Company Address _____

City _____ State _____ Zip Code _____

Phone _____ Fax _____

E-mail address _____

Please indicate your area(s) of interest in the Illinois PTA 110th Annual Convention:

_____ Reserve Exhibit Space

_____ Yes! My organization would like to exhibit and participate in the Advertising Packet. (Advertising rate is \$100.00)

_____ Yes! My organization would like act as a sponsor.

_____ We cannot attend the convention but would like to participate in the Advertising Packet. (Advertising rate is \$200.00)

Rates for Exhibitors are:

- For Profit \$550.00 by 2/15/2012; \$600.00 after 2/15/12
- Not For Profit \$250.00 by 2/15/2012; \$300.00 after 2/15/12
- A refundable \$150.00 deposit check is required to reserve space
- Hotel rooms available at PTA rate of \$107.00 + 14% occupancy tax

This form may be returned by mail or e-mail to:

Dennis P. Quinn, Exhibits Coordinator
Illinois PTA
466 Franklin Lane
Elk Grove Village, IL 60007
dpquinn84@aol.com

For additional information, please feel free to contact the chairman or visit our website, www.illinoispta.org

Note: The Illinois PTA reserves the right to reject the reservation from any company. Each company agrees to abide by the rules of the Illinois PTA.