

Dear Potential KRA/KASL Convention Vendor,

6/25/09

As you know, the Kansas Association of School Librarians is joining with the Kansas Reading Council for a joint conference to be held at the Ramada Inn in Topeka Kansas. The dates for the Joint Conference will be October 15-17, 2009.

The proposed convention schedule for Exhibitors is as follows:

Thur. Oct. 15, 2009: Exhibitors set up booths starting at 5:00 pm in the Ramada Grand Ball Room

Fri. Oct. 16, 2009: Exhibits open at 7:00 am and will be open until 4:30 pm. Tear down at 4:30.

There is a block of room reserved for this convention if you choose to stay at the Ramada for Thur. evening. Please request to be part of this block to give you the 'discount rate'.

This letter/email is to inform you that this event will be taking place and to invite **you** to join our joint conference as an exhibitor. Because of this late date, attached to this email is a contract to be signed and returned as soon as possible. There is only room for 26 booth spaces in the exhibit area. Therefore, those spaces will be on a first come first served basis based upon receipt of written contract and payment.

1. The cost for a booth will be \$200.00. That will INCLUDE booth space of 9' X 10', Pipe and drapes, 30" X 8' table, 2 chairs, trash can, electricity, AND internet access by both B & G wireless.
2. There will be excellent access to the exhibit room on the ground level. The exhibit area is entirely carpeted.
3. Lunch for two exhibitors per booth on Thursday will also be part of the total package at no additional cost to you.
4. Thursday morning opening will feature light snacks. A continental breakfast will be provided for both exhibitors (two per booth) and conference attendees in the Exhibit room. There will also be 4 times throughout the day for "exhibits only time" scheduled.
5. The exhibit area is in the middle of all the meeting rooms. Attendees will be going past the exhibit room as they change sessions.
6. KASL will hold a drawing for a **free booth** at our new fall conference 2010. The drawing will be held at 4:30 Thursday, and you must be present to win.

Shelia and George Blume are assisting Deb Larson as Co-Chairs for the exhibits this year. We have many years experience working with exhibitors. Again, TIME IS OF THE ESSENCE.

Please file and use the following contact information:

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Join us in Topeka !!!