



Marketplace Trade Show Registration

Registration Form and Payment Due by October 15, 2018
 Return by mail/fax/email to the MFEA Office

Michigan Festivals & Events Association

26th Annual Convention, November 8-11, 2018

"The Art & Business of Celebrations"

Boyne Mountain Resort (800) 462-6963

One Boyne Mountain Rd, Boyne Falls, MI 49713

Tradeshow Hours: Friday, November 9, 3:45pm-6:00pm • Saturday, November 10, 12:00pm-3:00pm

REGISTRANTS MUST BE AN MFEA MEMBER TO EXHIBIT

FULL REGISTRATION: Includes Educational Workshops, Networking, Trade Show Entry, Refreshment Breaks, Showcasing, Silent Auction and all Meal Functions (*Friday Welcome Luncheon, Saturday "Serve the Curve" Lunch, Saturday Evening Dinner and Sunday Brunch.*) Please contact the MFEA office with any special dietary needs.

BOOTH WORKERS: Your organization will receive (1) complimentary booth worker to assist with setup and tear down. Booth workers are allowed in the Trade Show area only and their registration does include Educational Workshops, MFEA Hospitality Suite.

You can upgrade the complimentary booth worker to a full registration for a reduced rate of \$165.

EXHIBITOR INFORMATION (Please type or print clearly)

Organization Name			
Contact			
Address			
City	State	Zip	
Phone:	Fax:	Email:	

MARKETPLACE TRADE SHOW REGISTRATION FEES...LIMITED NUMBER OF BOOTHS/TABLES Total

			Total
SECTION A	Marketplace Trade Show Booth (1 full registration & 1 booth worker included) <small>7' x 10' Booth. Booth placed inside Trade Show Room. Designated Hours.</small>	\$425	
	I want to upgrade my complimentary booth worker to a full registration Yes ___	\$165	
	Additional Marketplace Trade Show Booth(s)	\$200	
	Additional Full Registrations	\$189	
	I would like a full set of membership mailing labels	\$60	
	Acts & Entertainment (Showcasing Only)	\$200	
	Registration Form & Payment DUE by October 15, 2018		Total Section A

REGISTRANTS INFORMATION (Please type or print names as you wish them to appear on the name badges)

Registrant #1 = Full Registration Included in Trade Show Booth	Name:	<input type="checkbox"/> First time attendee
Phone:	Email Address:	
Registrant #2 = Complimentary Booth Worker Included in Trade Show Booth <small>(not a full registration unless you pay \$165 to upgrade)</small>	Name:	<input type="checkbox"/> First time attendee
Phone:	Email Address:	
Registrant #3 Full Registration - \$189	Name:	<input type="checkbox"/> First time attendee
Phone:	Email Address:	
Registrant #4 Full Registration - \$189	Name:	<input type="checkbox"/> First time attendee
Phone:	Email Address:	

ADDITIONAL BOOTH INFORMATION - PLEASE INFORM MFEA OF THESE NEEDS BY OCTOBER 15, 2018

SECTION B

YES, I will need **standard (110v) electricity** in my booth. Please **LIST ALL** booth equipment requiring electricity below:

**Electricity requirements beyond 110v have an additional charge
Please contact the MFEA office.**

MFEA is **NOT** responsible for lost, stolen, or damaged items.

COMPLIMENTARY EXHIBITORS LISTING & WEBSITE—Please email us at convention@mfea.org a **10-word or less** description of your product/services, logo (Jpeg format) name, address, email, website and phone number (if preferred attach a separate sheet and mail/fax in):

YES, I will be offering MFEA Convention Specials/Discounts during Saturdays Trade Show Hours 12:00p.m. - 3:00p.m.

CONVENTION PROGRAM ADVERTISING OPPORTUNITIES

SECTION C	Program Ad Size	Price	Total
	Business Card (color - 1.8" high x 3.5" wide)	\$150	
	Quarter Page (color - 4.75" high x 3.5" wide)	\$200	
	Half Page (color - 4.75" high x 7.375" wide)	\$350	
	Inside Front Cover Full Page (4-color -10" high x 7.375" wide)	\$700	
	Inside Back Cover (4-color -10" high x 7.375" wide)	\$700	
	Program Ads to MFEA Office by Sept. 11, 2018	Total Section C \$	
QUESTIONS? Contact MFEA • P (989) 845-2080 • F (989) 845-5074 • convention@mfea.org			

<p>TRADE SHOW BOOTH CANCELLATION POLICY</p> <p>100% Refund: Full refunds will be sent if written cancellation is received by October 1, 2018.</p> <p>50% Refund: A 50% refund will be sent if written cancellations are received by October 08, 2018.</p> <p>0% Refund: There will be no refunds on cancellations made after October 09, 2018.</p> <p>EMERGENCY CANCELLATION POLICY</p> <p>Emergency cancellation notices must be submitted in writing to the MFEA office and will be reviewed by the 2018 Convention Committee for refund consideration.</p>	Section Totals	\$
	Section A	\$
	Section B	\$
	Section C	\$
	Grand Totals	\$

PAYMENT INFORMATION **DUE OCTOBER 15, 2018**

Check—make payable to Michigan Festivals & Events

Please bill my organization, Attn: _____

Charge My Credit Card (Visa, MasterCard, Discover, American Express)

Credit Card # _____ Exp. _____ / _____

Signature: _____ CC Billing Zip Code: _____

Convention Lodging

Call Boyne Mountain Resort 800-462-6963 or go to www.mfea.org/convention/lodging/
To book your accommodation.

◆ Hotel Guestrooms — \$71.00 plus taxes and fee

Reservations made October 8, 2018 and later will be accepted on a space available basis at regular rates .

