

Minnesota Council on the Teaching of Languages and Cultures

MCTLC

Application for Exhibit Space for the 2011 Fall Conference

Earle Brown Heritage Center, Brooklyn Center, MN

Each booth includes one 8 ft. by 30 inch table with skirting, 2 chairs and cloths. Exhibitors will need to provide their own sign. Requests for electricity and/or internet service should be arranged directly with the Earle Brown Heritage Center. www.earlebrown.com

Contact person: _____

Name of company/organization: _____

Address: _____

Phone: _____ Email: _____

Product/Service: _____

(Please be specific and include any requests for booth placement if you do not want to be located near other similar businesses). We will make every attempt to honor your request and your priority of choice. MCTLC does reserve the right of placement.

_____ Booth/s \$240.00 per booth \$_____

Indicate first, second, third choice of location (see attached maps for reference)

Foyer near registration table or Carriage Hall B

1st choice # _____, 2nd choice # _____, 3rd choice # _____

_____ Distribution of promotional materials \$80.00 \$_____

_____ Box lunch \$13.95 \$_____

Circle choice: Roast beef or Roasted vegetable roll up

Tax deductible contribution to defray conference costs \$_____

Ads for conference program: full, half and quarter page

Full (8 1/2 x 11) \$180, half (8 1/2 x 5 1/2) \$150, quarter (4 x 5 1/2) \$110 \$_____ /

Ads should be sent "format/printer ready" to betty.lotterman@hotmail.com by Aug. 15, 2011

Will provide door prize _____

Will provide gift item for conference participants _____

More information on advertising through e-blasts _____

Thank you!

PAYMENT

Checks are payable to MCTLIC. Total payment enclosed: \$ _____

Any questions/concerns: send to Barbara.Judd@riverland.edu

Signature _____

Date _____

Return completed application and check to

Barbara Judd (exhibit co-chair)

Riverland Community College

965 Alexander Drive

Owatonna, MN 55060