



MMIS 2010 BOOTH REQUEST FORM

HOW TO SUBMIT FORMS: Online (click "Submit" below) Email (karen.alger@umassmed.edu), Fax (508-856-6785) or Mail (see address below)

Company: _____ Contact Name: _____

Address: _____ E-mail (**required**): _____
 Street City State Zip

Phone: _____ Cell: _____ Fax: _____ **Please fill in all information.**

Booth Information: Each 10' x 10' booth includes one (1) complimentary registration (see info below), pipe and drape, 1/8 page ad and company logo displayed in conference program, electricity (5 amps), and participation in the MMIS Conference "Welcome Reception" on Sunday in the Exhibits area.

Ad & logo must be submitted by June 11, 2010 in .eps & .jpg format to ads@mmisconference.org in order to be included in conference program (no exceptions).

Booth Choice: **BOOTH COSTS ARE NON-REFUNDABLE/NON-TRANSFERABLE and must be paid by invoice due date.**

Click here for [Exhibit Hall Layout](#) Please fill in the Booth number(s) next to the choice(s) below:

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

Costs: _____ Booth(s) @ \$1995.00 each = \$ _____ Total Payment Due

Complimentary Registration: Each booth purchase receives 1 complimentary registration. Please fill in the information below for the person receiving this complimentary registration. **Names MUST be submitted by July 16th, 2010.** If you have purchased multiple booths, please email a complete list of names to Karen.Alger@umassmed.edu

Name: _____ Title: _____
 Email Address: _____ Phone #: _____

RAFFLES / GIVEAWAYS: Exhibitors who wish to provide giveaways at their booth or by raffle must consider a dollar limit for prizes. State & federal employees are unable to accept prizes and gifts over certain dollar limits, so we ask that you are mindful of prize values. If you plan to raffle prizes at the conference, NESCSO must be notified in writing **BEFORE** the conference, including a description of the prizes. A list of winners & prizes must be submitted to NESCSO at the end of the conference and will be posted to the MMIS Conference website. Please see [Exhibitor/Sponsorship Policies](#) for additional information.

Payment Information: Checks only, PAYABLE TO: ***Oregon Convention Center***
 Mail payment to:
 NESCSO
 ATTN: Karen Alger
 Hoagland Pincus Building
 222 Maple Avenue
 Shrewsbury, MA 01545

Questions??? Please contact NESCSO (Karen 508-856-8229 or Anita 508-856-2211) Fax: 508-856-6785