

MAS/FPS

Michigan Association of State and Federal Program Specialists 2009-2010



Please send applications to:
Sara Shriver
MAS/FPS Executive Secretary
11630 W Cannonsville Road, Trufant, MI 49347
Phone: (989) 620-5899
[E-mail: masfps@gmail.com](mailto:masfps@gmail.com)

Institute SCHEDULE

As a part of our ongoing professional development offerings, The Michigan Association of State and Federal Program Specialists (MAS/FPS) is proud to present the following events for the 2009-10 school year. **Exhibitors are encouraged to register electronically as the new registration site, C-Vent, becomes available on July 1, 2009.**

2009 Fall Director's Institute

Dates: September 30-October 1, 2009
Location: Boyne Mountain Resort, Boyne Fall, MI
Audience: Administrators, teachers and paraprofessionals. Anticipate 400 in attendance
Exhibits: Exhibit space will be in the lower level of the conference center – 60 table limit

2010 Winter Institute

Dates: February 4/5, 2010
Location: Sheraton Hotel, Lansing, Michigan
Audience: Administrators, teachers and paraprofessionals. Anticipate 250 in attendance
Exhibit: Exhibit space will be in the Royale Lobby - 40 table limit

Our Membership Directory will contain advertisements. Please review the information on Reservation form B. If it is necessary for you to have additional table or display space, please book additional tables from us. If you have unusual requirements, please contact the Executive Secretary before the event.

REGISTRATION FEES ARE NOT REFUNDABLE UNLESS CANCELLATION REQUEST IS POSTMARKED OR FAXED NOT LESS THAN TEN (10) DAYS PRIOR TO THE DATE OF THE EVENT. A CANCELLATION FEE OF \$25.00 SHALL APPLY TO ALL CANCELLATIONS.

Submit Forms A, B, and C (if applicable) – Please print or type.
Make Checks Payable to: MAS/FPS or use your credit card on to register for an event on-line.

Send presentation applications and registration information to:
Sara Shriver, MAS/FPS Executive Secretary
11630 W Cannonsville Road, Trufant, MI 49347 (989) 620-5899



E XHIBIT RESERVATION FORM A

Company Name: _____

Representative/Contact Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Cell:** _____

Fax: _____

Email: _____

Special Requests:

E XHIBIT RESERVATION FORM B

Advertisements for the 2009-2010 Membership Directory: Due no later than August 1, 2009

_____ 1/4 page advertisement	\$150
_____ 1/2 page advertisement	\$275
_____ Full page advertisement	\$500

2009 Fall Director's Institute – September 30-October 1, 2009, Boyne Mountain Resort

_____ 1 Table (All tables include electricity.)	\$350 each
--	------------

Special Sponsorship

_____ Popcorn/Pop Break	\$500.00
-------------------------	----------

Program Advertisements: **Due no later than August 1, 2009.**

_____ 1/4 page advertisement	\$150
_____ 1/2 page advertisement	\$275
_____ Full page advertisement	\$500

2010 Winter Institute – February 4/5, 2010 Sheraton Lansing Hotel, Lansing, MI

_____ 1 Table (All tables include electricity.)	\$200 each
--	------------

Special Sponsorships

_____ Cookie/Soda Break	\$500.00
-------------------------	----------

Program Advertisements: **Due no later than December 15, 2009.**

_____ 1/4 page advertisement	\$150
_____ 1/2 page advertisement	\$275
_____ Full page advertisement	\$500

Membership Directories are available to MAS/FPS members only. Each table purchased will entail that exhibitor one set of meal tickets. Materials and meals for additional company representatives can be purchased upon requests.

E XHIBITOR PRESENTATIONS FORM C

Exhibitor Presentations

MAS/FPS Policy 3/17/02

“Consideration for exhibitor-sponsored presentations will be given only to exhibitors who reserve tables at the event for which the presentation is being proposed. The Executive Board policy prohibits the vending of products / services during an exhibitor-sponsored presentation. While reference may be made to specific publishers and commercial companies, products and services must not be offered for sale or sold directly during the session. In unusual circumstances, sessions with the purpose of explaining the use or value of a specific commercial product will be considered only with the approval of the (MAS/FPS) Executive Board.” The Executive Board also requires exhibitor-sponsored presentations to include Michigan practitioners in the program.

Michigan Practitioner Co-Presenter Name(s): _____

Michigan Practitioner School District Name: _____

Company/Presenter Name(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____

Fax: _____ Company Affiliation: _____

Email: _____

Program Title Reflecting Content: _____

Program Description: _____

Presentation Length: Thursday, October 1, 2009 at 1:30-2:00 p.m.

AV Equipment: Screen and LCD provided. All other equipment will be at the expense of the presenter.

Target Audience: _____