

## 2009 Great Plains Regional Expo ANNUAL MEETING & EXHIBIT

December 1, 2008

Dear Vendor:

On April 29, 30 and May 1, 2009 an exciting event will take place at the Mid America Center in Council Bluff, Iowa. This year, the state Clinical Laboratory Science Societies of Iowa, Kansas, Missouri, and Nebraska will join together to hold the Great Plains Regional Laboratory Expo. This meeting will replace each state's individual annual meeting for 2009. We feel that this meeting will be attractive to you as a vendor since instead of attending four separate state meetings, you and your company will only need to exhibit at one meeting to reach your current customers and potential customers in four states.

You, as the exhibitor, are important to us because you provide the clinical laboratory professionals in attendance with the opportunity to view and compare the latest products, reagents, and instrumentation from the leading manufacturers and suppliers in our field. In return, we provide you the opportunity to identify potential customers from the many laboratorians and lab managers from small, medium and large laboratories throughout Iowa, Kansas, Missouri, and Nebraska.

The exhibit area will be in the Exhibition Hall of the Mid America Center. It will be a high traffic area for the anticipated 400 attendees, so plan on being busy during display hours. Security will be on duty to assure the safe keeping of your display items.

Multiple booths can be purchased and are priced as follows: \$1,000.00 for the first booth, \$500.00 for the second booth, and \$300.00 for the third booth. Shipping arrangements and electrical connections can be ordered from AAA Rents and Event Services Company. They will contact you once your reservation is received. Lunch will be provided on Wednesday and Thursday, and breakfast will be provided on Friday for 3 vendor representatives for each booth you purchase. The exhibits will open Wednesday evening and be part of the Welcome Reception to thank all the vendors for their participation in this meeting. We also strongly encourage participating in our sponsorship opportunities such as providing speakers, speaker sponsorship and refreshment breaks. Mark the Exhibitor Reservation Form if you are interested in these additional sponsorship opportunities.

**We have a limited number of exhibitor booths available. We will accept vendor commitments on a first come first serve basis. Reservations are due by March 31, 2009. Payment must be received by April 15, 2009.**

We look forward to seeing you at this exciting new meeting. Logistical information regarding this meeting is on the next page.

Sincerely,

*Jan Hudzicki*

Jan Hudzicki  
Exhibit Chair

**Meeting Website:** <http://www.ascls-ia.org/2009LabExpo.htm>

**Exhibit Chair Contact Information**

Jan Hudzicki  
5004 Outlook Rd  
Mission, KS 66202  
Day Phone: 913-588-0153  
Fax: 913-588-5222  
[jhudzicki@kumc.edu](mailto:jhudzicki@kumc.edu)

**Meeting location:**

Mid America Center  
One Arena Way  
Council Bluffs, IA 51501  
Phone: 712-323-0536  
Fax: 712-323-0551  
[www.midamericacenter.com](http://www.midamericacenter.com)

**Booth Information**

**Multiple booths may be purchased**

Booth Size: 8' x 10'  
1 - 8' table / booth  
2 chairs / booth  
Company Sign

Pricing:           \$1,000.00 for one booth  
                      \$500.00 for the second booth  
                      \$300.00 for the third booth

Lunch is provided on Wednesday and Thursday for up to 3 vendor representatives per booth purchase.

Breakfast is provided on Friday for up to 3 vendor representatives per booth purchase.

**IMPORTANT NOTES:**

- Booths will be assigned to best accommodate vendors and participants, no special requests will be accepted.
- No assignment will be made until payment for each booth is received.
- The Exhibit Chair reserves the right to make last minute modifications to the exhibit hall to best accommodate all vendors and participants.

**Exhibit Hours**

Set-up Times: Wednesday, April 29, 2009  
12PM – 4 PM

Exhibit Hours

Wednesday, April 29, 2009  
4:00PM – 7:00 PM

Thursday, April 30, 2009  
12:00PM – 2:30 PM  
4:45 PM – 6:30 PM

Friday, May 1, 2009  
7:30 AM – 9:30 AM

Tear-down: Friday, May 1, 2009  
9:30 AM – 12 PM

**Booth Electrical Service**

Arrangements for electrical connection in your booth(s) will be handled by the Mid America Center. You will be provided with an order form for electrical connections for your booth once your reservation is received by the Exhibit Chair.

**Great Plains Regional Lab Expo**

**FEIN Number: 48-6117895**

### **Shipping Information**

Arrangements for shipping will be handled by *AAA Rents and Event Services*. You will be provided with forms and additional information regarding shipping your materials to and from the meeting by March 20, 2009.

Please note: You may use any shipping company (UPS/FedEx, etc) to deliver your materials to the Mid America Center, however, for return shipping, *AAA Rents* recommends FedEx.

### **Shipping Contact Info**

AAA Rents and Event Services  
5620 S 72<sup>nd</sup> Street  
Omaha, NE 68127-3974  
402-339-3707

### **Hotels**

Room blocks have been reserved at the following hotels. Contact the hotel directly using the phone numbers listed below to make your reservation. Tell the reservation service that you are with the **Great Plains Lab Expo** in order to receive the group rate.

#### **Country Inn & Suites**

17 Arena Way  
Council Bluffs, IA 51501  
(712) 322-8282

Enclosed walkway to Mid America Center, complimentary breakfast, wireless high speed internet access, spa, fitness center, and free guest laundry

**\$89/night single, double or quad occupancy**

#### **Sleep Inn**

2211 South 32nd Street  
Council Bluffs, IA 51501  
Phone (712) 352-1300

Walking distance to Mid America Center

**\$109/night single, double or quad occupancy**

#### **Spring Hill Suites**

3216 Plaza View Dr  
Council Bluffs, Iowa 51501 USA  
712-256-6500

Next door to the Mid America Center, Complimentary Breakfast, free high speed internet, convenience store, fitness center, and guest laundry

**\$109/night single double, or quad occupancy**

#### **Microtel Inn & Suites**

Council Bluffs, Iowa

#### **Opening in March, 2009**

Within Walking distance of the Mid America Center.

[www.MicrotelInn.com](http://www.MicrotelInn.com)



## Exhibitor Reservation Form

### 2009 Great Plains Regional Laboratory Expo

Mid America Center – Council Bluffs, Iowa

APRIL 29, 30, AND MAY 1, 2009

<http://www.ascls-ia.org/2009LabExpo.htm>

Company Name: \_\_\_\_\_

Name to appear on sign: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

FAX: \_\_\_\_\_

E-mail: \_\_\_\_\_

Additional Representatives:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**FEES: \$1,000.00 /1<sup>st</sup> BOOTH  
\$500.00 / 2<sup>nd</sup> BOOTH  
\$300.00 3<sup>rd</sup> BOOTH**

No. of Booths Requested: \_\_\_\_\_

Booth Rental Fees: \$ \_\_\_\_\_

Sponsor a Speaker: \$ 500.00

Sponsor a Refreshment

Break: \$300.00

**Total Due \$ \_\_\_\_\_**

**Reservations DUE by:  
March 31, 2009**

**Payment MUST be  
received by  
April 15, 2009**

**Make check payable to:  
Great Plains Regional  
Laboratory Expo**

\_\_\_\_\_ **Yes, We can provide a company sponsored speaker to present at this meeting!**  
(You will be contacted for additional information regarding the speaker by the Program Chair.)

**Mail or fax reservation to:**

Jan Hudzicki  
5004 Outlook Rd  
Mission, KS 66202  
Fax: 913-588-5222

**For Additional Information Contact:**

Jan Hudzicki  
E-mail: [jhudzicki@kumc.edu](mailto:jhudzicki@kumc.edu)  
913-588-0153