

# 2010 Spring Forum & Vendor Fair

## Vendor Information

Wednesday, April 7, 2010



### Vendor & Sponsorship Information

#### Event Date

Spring Forum: **Wednesday, April 7, 2010**

Time: 8:30am – 12:30pm

Prom Center, Oakdale

#### Event Purpose

This event brings together 200+ REALTORS® and 50+ vendors for an opportunity to learn about current and pertinent issues in the real estate industry. This is also a chance for REALTORS® to earn continuing education credits towards their license and to network with vendors that aid in their businesses. Most importantly the forum is a great opportunity for your company to interact face-to-face with REALTORS® and promote your products/services.

#### Vendor Information

The event will be held at the Prom Center in Oakdale, MN. Vendors will be given a 6-foot skirted table (8ft floor space) on which to set a display, place a banner, hand out information, giveaway treats and network with REALTORS® during breaks, during and after the forum. It's also a chance for vendors to network with one another. The vendor tables will be directly next door to the forum and with the food and coffee – it is a prime location.

#### Sponsorship Information

We have exciting sponsorship opportunities for you this year! You can choose from two sponsorship levels, Premium or Breakfast. If you would like to be a **Premium Sponsor (5 spots available)** we will include your company logo on all event promotional materials and on the event website page and you will get your table placed in prime visibility in the front entrance so you can be sure to catch everybody not only as they enter, but between the 2 scheduled breaks. If you would like to be a **Breakfast Sponsor (2 spots available)** we will include your company logo on all event promotional materials and on the event website page, you will get to have your table placed in prime visibility in the front entrance so you can be sure to catch everybody not only as they enter, but between the 2 scheduled breaks, and you will also get your company name and logo recognized at the Breakfast Buffet table.

**Vendor times:** 7:45am – 1:00pm. **Registration:** 8:15am – 8:30am. **Breakfast/Vendor Exhibit Area Open:** 8:30am - 9:00am. The forum itself is from 9:00 am – 12:00pm with two-20 minute breaks. Set up is from 7:00am – 7:45am. The Prom Center will not be open before 7:00 am.

#### Vendor Booth Fees

**\$100** SPAAR Member Price

**\$175** Non-Members

**\$200** Premium Sponsor

**\$500** Breakfast Sponsor

#### Optional fees:

Electricity - **\$20**

Wireless Internet Access - **\$30**

Affiliate Membership - **\$159 annual**

Forum Admission with 3.0 CE Credits - **\$30**

#### **Reserve your spot today!**

Tables are limited due to space.

Please complete the Vendor

Registration form to reserve your spot.

You don't want to miss this one!

Contact Andrea Riley with SPAAR for more information  
(651) 287-3921 • ariley@spaar.com

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### Affiliate Membership

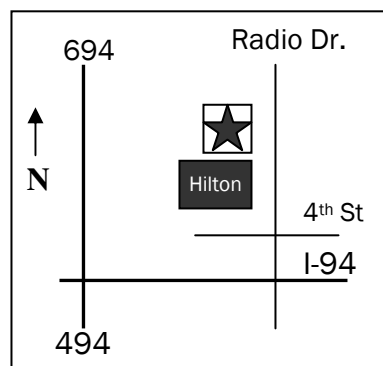
There are great benefits to being a SPAAR Affiliate Member in addition to saving money. With our new website, we have a dedicated affiliate member search engine for our members and the general public. We also have several opportunities throughout the year for affiliate members only to showcase products and services to our members. There are also affiliate-access-only social events, networking sessions, access to membership rosters and more.

### Other Information

- Loading/unloading: Only hand carried items may come in through the front door. Any items on wheels or requiring a dolly or cart must come in through the loading dock. The loading dock is located on the opposite side of the building from the front doors. Dollies are available for use.
- All vendors must be pre-registered. All registrations must be pre-paid and confirmed with an e-mail from SPAAR prior to the event.
- You are welcome to hold a drawing for a prize at your vendor table. We will have a drawing board on display with names of winners that will direct them to your booth to collect their prize upon completion of the Forum. You may also contact the prize winners directly if you wish.
- Please make sure to move your vehicles to the back of the parking lots after unloading.
- The Prom Center prohibits the use of confetti and anything taped to or hung on the walls.
- All vendor fees are non-refundable and non-transferable.
- Vendors must be set up by 8:00 a.m. and will be able to breakdown after 12:30 p.m.
- Vendors are welcome to attend the continuing education forum for the admission price and can receive MN Real Estate CE if desired. For CE, you must attend the entire class, the fee is \$30.00
- Coffee and continental breakfast is provided for those of you manning your vendor table.

### Venue Information

Prom Center  
484 Inwood Avenue  
I-94 & Radio Drive  
Oakdale, Minnesota



Contact Andrea Riley with SPAAR for more information  
(651) 287-3921 • [ariley@spaar.com](mailto:ariley@spaar.com)