



New Mexico Music Educators Association Sixty Eighth All-State Music Festival and In-Service Conference

January 4 - 5, 2012

Exhibitors Information

Exhibit Dates and Hours of Operation

The exhibits will be housed in Ballroom C of the Student Union **or** in the Foyer outside the ballrooms depending upon the number of booths requested.

Wednesday, January 4, 2012 - Set up is from 1:00 PM to 5:00 PM

Note: The exhibits will be open from 6:30 to 8:30 PM Wednesday evening in conjunction with our New Mexico Universities having an Open House with refreshments. This is an effort to have a block of time for our educators and students to visit the exhibits when they do not have clinics or rehearsals to attend.

Thursday, January 5, 2012 - Exhibit hours are 8:30 AM through 5:00 PM

The exhibits will close at 5:00 PM on Thursday and you can dismantle your booth and pack up at that time. There will be no exhibits on Friday. This is in response to a number of exhibitors who indicated that they would rather have the exhibits open for a shorter period of time with more traffic rather than having the exhibits open for two days.

Booth Fees and Information

The fee for the first booth is \$250 and \$100 each for each additional booth.

Electrical Connection is \$35.

Note: Each Company must have their own booth.

Requests for specific booths will be honored in the order completed reservation forms with payment are received. The New Mexico Universities and others may be located in the foyer of the ballrooms depending on the number of exhibitors in the main hall.

Each booth includes an 8' x 30" table, 2 chairs, an 8' back drape, a sign, and a wastebasket. A security guard will be on duty from 8:00 PM Wednesday through 8:00 AM Thursday.

You are encouraged to make your booth reservation by October 1, 2011.

All reservations should be made with:

Don Gerheart, Executive Director
New Mexico Music Educators Association
93 Mimbres Drive
Los Alamos, NM 87544-3716
Phone: (505) 672-9840
E-mail: dgerheart@nmmea.com

Your exhibit fee of \$250.00 not only provides you with a booth to showcase your products at our NMMEA 68th All-State Music Festival and In-Service Conference but also has other pluses for you and your company.

1. Membership in NMMEA's New Mexico Music Industry Council (NMMIC).
2. Your firm will be listed with other members of our NMMIC on our web site <http://www.nmmea.com>. This listing will include your mailing address, telephone, and E-mail address. We will also establish a "hot link" for your firm upon request.
3. A current list of our music educators with their school mailing addresses and teaching assignments in our New Mexico schools and universities for the 2011-2012 school year will be emailed to you if requested.
4. You will receive three issues of the "New Mexico Musician", the official magazine of the New Mexico Music Educators Association. Our magazine provides current information on the activities in music education throughout New Mexico and offers you the opportunity to advertise your products. A specification and rate sheet for advertising is included in this packet.
5. One complimentary ticket will be provided per booth if you wish to attend our annual NMMEA Business/Awards Banquet to be held at 11:45 AM on Friday, January 6, 2012 in the Student Union Ballroom. Additional banquet tickets may be purchased for \$18 each.
6. One complimentary VIP parking pass will be provided for Wednesday as well as one complimentary parking pass for Thursday. If you leave the parking garage on either day you will be responsible for paying for any additional parking. The Cornell Parking Structure is located near the exhibit area.
7. We will cease all conference activities on Thursday to give our participants time to visit the exhibits. These times will be staggered. Students will have 30 minute time slots built in their schedules and the music educators will have at least 30 minutes in the morning and 30 minutes in the afternoon to visit the exhibits. A concerted effort will be made to get participants to visit the exhibits.
8. **NOTE:** For exhibitors who sponsor a clinic, which is scheduled for Friday, January 6, 2012, you have the option of having a 3x6 foot table to sell your product(s) referenced in the clinic. The table will be set up outside the room where the clinic session is held. The vendor must purchase a booth in the exhibit area on January 4 & 5, 2012 to be eligible for this Friday option.

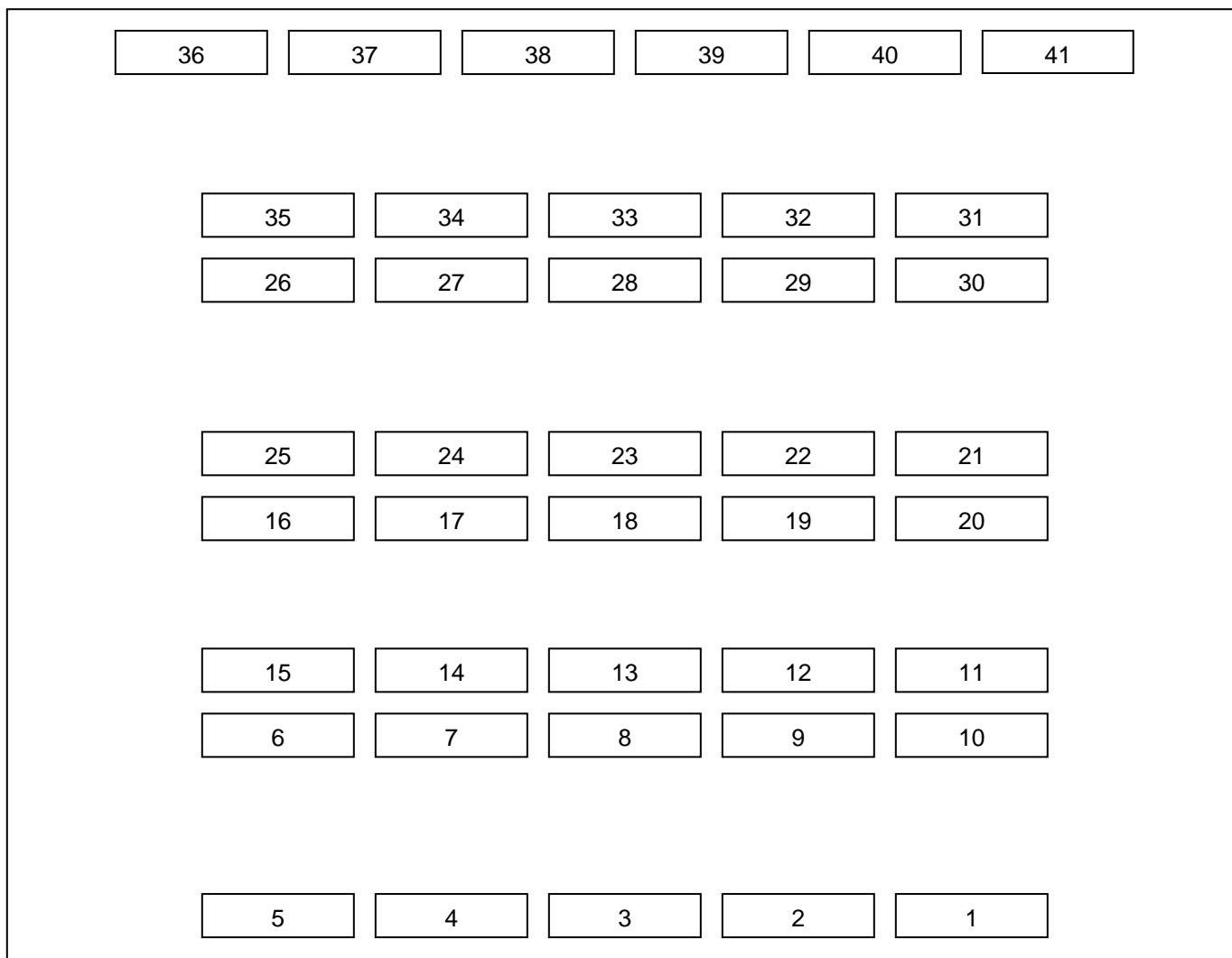
NMMEA invites you to participate in the growth and development of music education in New Mexico schools by purchasing advertising space in the "New Mexico Musician" our official publication. A copy of the "Rate/Space Reservation Form" is included in this packet. The "New Mexico Musician" has a circulation of over 1500 copies and is sent to all NMMEA members, the administrators of each school in New Mexico, and MENC presidents and editors in all 50 states.

Included in this packet you will find an "Exhibit Reservation Form" to complete if you would like to reserve your exhibit space at our 68th All-State Music Festival and In-Service Conference. Please return the form with your remittance in order that we may include you and your company in these exciting and productive All-State activities showcasing the music education taking place in our New Mexico schools.

We would like to have drawings for door prizes during the two teacher visitations to the exhibits and would like you to donate a door prize from your company. Please list the door prize on the application form.

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**Student Union Ballroom C
Exhibit Floor Plan
(Map is not to scale)**

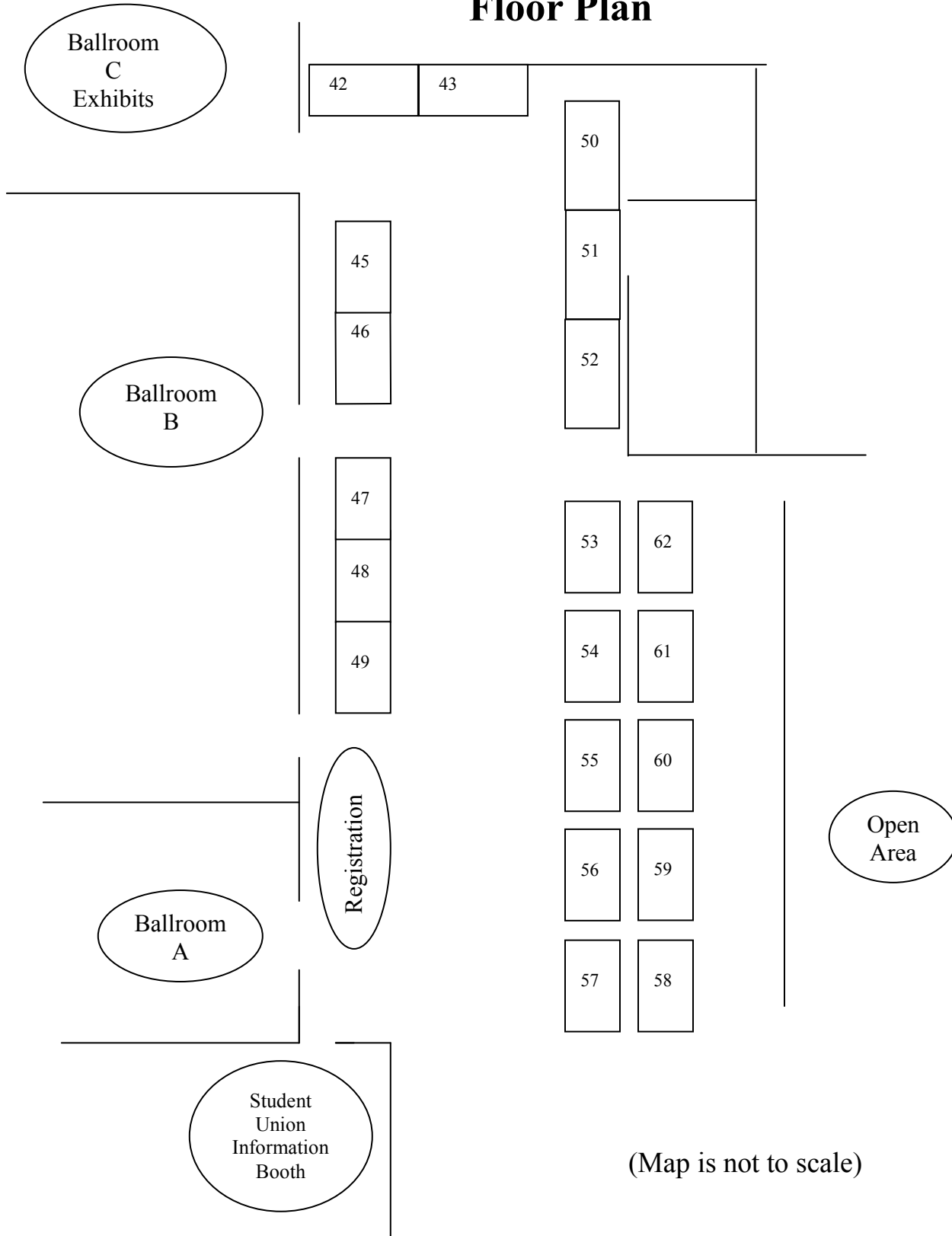


Please indicate your preference of booth(s). Exhibit booths are assigned based on the date the completed booth reservation form with payment is received at the NMMEA office. We are planning to have enough exhibitors requesting booths to have the exhibits in Ballroom C as we have done in the past. If attendance drops we will consider using only the Foyer immediately outside the ballrooms in place of Ballroom C.

Your support of music education in New Mexico Schools is greatly appreciated.

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**Foyer Area Outside the Ballrooms
 Floor Plan**



(Map is not to scale)