

January 25, 2012

Dear Potential Vendors,

The Missouri Association of School Nurses will be holding their annual state conference April 14 and 15, 2012 at the Hilton Garden Inn in Columbia, Missouri. We would like to invite you to present an exhibit at our conference on Saturday, April 14. We are expecting over 200 school nurses and this would be an excellent opportunity to “share your wares” with our nurses.

We have six-foot skirted tables available for your exhibit. The exhibit fee for non-profit tables is \$75, for-profit tables are \$150. Electrical outlet tables are available on a first-come first-serve basis. Tables must be set-up and ready to go by 7 am on 4/14. Please remain at your tables until 2:45 pm so all the nurses will have an opportunity to visit with you.

As a vendor, you may take advantage of the conference rate for both meals on Saturday and breakfast on Sunday morning. The meal prices are included on the attached “Exhibitor Request Form”. Please remember to return your form by March 30th so we can plan accordingly.

We are also taking sponsorships/donations for the afternoon break and the dessert trays served at the noon luncheon on Saturday. If you are interested, please indicate your preferences on the request form.

All expenses should be included in one check made payable to: MASN.

We look forward to hearing from you and hope you will be able to join us on Saturday, April 14, 2014 in Columbia. If you have questions, please contact me, Sandy Van Aken, Vendor Chairman at the following numbers:

Work: 573-458-0140 X: 14020

Home: 573-368-4766

Email: svanaken@rolla.k12.mo.us

Thanks again,

Sandy ☺