

SPONSOR CHECKLIST

MHA's 96th Annual Convention & Trade Show

Nov. 8-9, 2018 • Tan-Tar-A Resort • Osage Beach, Missouri

Save This
Checklist!

IMPORTANT
DEADLINES &
INFORMATION

Questions? Please contact Gwen Pelzer at 573/893-3700, ext. 1335 or gpelzer@mhanet.com.

- | | DEADLINE |
|---|----------|
| <p><input type="radio"/> ADVERTISEMENT IN MHA'S CONVENTION PROGRAM BOOK
<i>Diamond, Platinum</i> and <i>Gold</i> sponsors receive a complimentary color ad. Submit your 5" x 4.5" artwork as a high-resolution PDF or EPS file. <i>Silver</i> sponsors may choose a complimentary exhibit booth or an advertisement.</p> | JULY 20 |
| <p><input type="radio"/> SPONSOR PRIZE DRAWINGS
Sponsors awarding prizes at the trade show will be featured as prize donors on MHA's website. Take advantage of this marketing opportunity available exclusively to sponsors by completing the Sponsor Prize Drawings form.</p> | AUG. 31 |
| <p><input type="radio"/> HOTEL RESERVATIONS
For hotel reservations, call Tan-Tar-A at 573/348-3131 or register online at <i>Tan-tar-a.com</i>; use the code "MHAR" to access group reservations.</p> | OCT. 8 |
| <p><input type="radio"/> REGISTER FOR CONVENTION
<i>Convention registration information will be sent to you in early September. Each person attending the convention from your company must register in advance.</i> This will provide you with an official badge that must be worn whenever you are in the Exhibit Hall.</p> | OCT. 26 |
| <p><input type="radio"/> COMPLIMENTARY MEAL TICKETS
As a sponsor, you will receive complimentary tickets for select MHA meal functions. The Complimentary Meal Tickets form will be forwarded for you to complete and return.</p> | OCT. 26 |
| <p><input type="radio"/> SERVICE NEEDS
<i>Page & Brown Convention Services</i> — Complete this form online for assistance with exhibit material handling/shipping and display assembly.
<i>Tan-Tar-A Resort Services</i> — Complete this form online for booth equipment, audiovisual, electricity and phone services.</p> | OCT. 31 |
| <p><input type="radio"/> MAKE THE MOST OF THE SHOW!
Network with attendees, both during the trade show hours and at other convention events. A list of registered attendees will be sent just prior to the convention and again after the show.</p> | NOV. 8-9 |