



**MONTANA HIGH SCHOOL ASSOCIATION  
2008 ANNUAL MEETING**

Monday, January 21, 2008  
Best Western Heritage Inn  
Great Falls, Montana

REGISTRATION FORM FOR EXHIBITORS

Name of Firm: \_\_\_\_\_

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

Name of Contact Person: \_\_\_\_\_

(Please list all the people for whom you would like name badges.)

Telephone for Contact Person: \_\_\_\_\_

E-mail for Contact Person: \_\_\_\_\_

Website: \_\_\_\_\_

Type of services your firm provides: \_\_\_\_\_

A/V needs: Please indicate if you will need a power source, extension cords etc. for your display.  
(Some items such as televisions or screens are subject to additional charge.)

The exhibit area will be approximately 8' x 10' including an 8' table with chairs

SET UP BEGINS:	Noon	Sunday, January 20, 2008
EXHIBIT HOURS:	1:00 - 7:00 p.m.	Sunday, January 20, 2008
	7:30 a.m. - 1:00 p.m.	Monday, January 21, 2008
TEAR DOWN:	After 1:00 p.m.	Monday, January 21, 2008

\_\_\_\_\_ Number of Exhibit Areas @ \$100.00 each = \$ \_\_\_\_\_

Please make check payable to *MONTANA HIGH SCHOOL ASSOCIATION*.

Check and registration form should be mailed to:  
**MONTANA HIGH SCHOOL ASSOCIATION**  
1 SOUTH DAKOTA AVENUE  
HELENA, MT 59601  
(406) 442-6010 / (406) 442-8250 (fax)

November 7, 2007

**TO: INTERESTED FIRMS**  
**FROM: MARK BECKMAN, EXECUTIVE DIRECTOR**  
**RE: 2008 ANNUAL MEETING EXHIBITORS**

On January 21, 2008, the Montana High School Association will hold its Annual Meeting at the Best Western Heritage Inn in Great Falls. Approximately 375 people are expected to attend. They will include superintendents, principals, athletic directors, and school trustees of all 181 member schools. There will also be prefunction meetings on Sunday, January 20<sup>th</sup>. One of these meetings is the Montana Athletic Directors Meeting.

We have arranged for exhibiting areas at the property where traffic should be the most effective for exhibitors.

If your firm would like a reserved area, please fill out the enclosed registration form and return it to this office accompanied by full payment by January 2, 2008. If you must cancel the reserved area, no refunds will be made after January 11, 2008.

All exhibits and demonstrations must be confined to your reserved area in the exhibitors' area. Projections or obstructions must not hinder other firms' areas. All materials and activities in your area must pertain to your firm. **NO SECURITY FOR UNATTENDED DISPLAYS OR FOR NIGHTTIME WILL BE PROVIDED.**

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If you need to make reservations for a sleeping room at the Best Western Heritage Inn, the number is: 800-548-8256.

The MHSA is looking forward to working with your firm's representatives, and we sincerely thank you for helping make this Annual Meeting a success.

/jpa

Enclosure