

**METRO DETROIT ASSOCIATION FOR THE
EDUCATION OF YOUNG CHILDREN
ANNUAL EARLY CHILDHOOD CONFERENCE
SATURDAY
SEPTEMBER 25, 2010
BAKER COLLEGE, AUBURN HILLS, MI
1500 University Drive, Auburn Hills, MI 48326-2642**

The Metro Detroit Association for the Education of Young Children will be sponsoring its 2010 Annual Early Childhood Conference on Saturday, September 25 from 8:00 to 2:45. The conference will be taking place at the Baker College of Auburn Hills. MDAEYC invites you to exhibit your materials at this well-attended conference. Our Keynote Address is focusing on the use of humor in the classroom. Please include materials for infants, toddlers, preschoolers, and kindergarten levels. Exhibit hours are the same as the conference hours.

The cost of a table this year is \$85.00/table or \$100 for 2 tables. Space is very limited and will be available on a first-come basis. Last minute, walk-in vendors will not be allowed. Tables will be skirted and refreshments will be served. Please be sure to **make checks out to MDAEYC**. Set up will start at 7 am that day and **tables will be assigned**. There will be no set up prior to this time. A limited number of carts are available to transport your materials in and out of the building. A list of exhibitors will be made available to participants on our website.

We are asking that a door prize of at least \$10.00 value be donated for a raffle to be held during lunchtime.

The registration form for commercial exhibits is attached. You are urged to return it as soon as possible with your check made out to MDAEYC. All registrations are due, paid in full, by August 1st and spaces are limited... so please contact me a.s.a.p. if you hope to secure a spot.

I hope that your summer has been pleasant. I look forward to seeing you on September 25th.

Sincerely,
Amy Maxwell
mdaeyc@yahoo.com
(248) 814-1010

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8:00am to 2:45pm
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VENDOR REGISTRATION FORM

Company Name: _____

Representative: _____ **Phone Number:** _____

Representative: _____ **Phone Number:** _____

Address: _____

City, State, Zip: _____

Email Address: _____ **Cell Number:** _____

Vendor table size: 18 inches wide X 6 feet long

Please check tables needed: _____ one table (\$85.00)

_____ two tables (\$100.00)

Please make checks out to MDAEYC: Total enclosed: \$_____ Check #: _____

Pita lunch choice: Club _____ Turkey _____ Italian _____ Vegetarian _____

Mail to: Amy Maxwell
% Peewee Patch
MDAEYC Conference Exhibits
1796 South Lapeer Rd.
Lake Orion, MI 48360

X I have carefully read the exhibit guidelines and agree to adhere to them.

Name Date

Note - Set Up begins at 7:00am.
A Conf. Brochure will be e-mailed to you a.s.a.p. to aid your conference planning.

**METROPOLITAN DETROIT AEYC
FALL CONFERENCE 2010
VENDOR/EXHIBIT GUIDELINES**

The exhibits at the Annual MDAEYC 2010 Fall Conference are intended to support the educational goals of the conference. Acceptance of exhibits is at the discretion of MDAEYC and the Exhibit Coordinator.

Reservation fees must accompany the reservation form and are non-refundable. If an exhibitor fails to use the exhibit space reserved, no part of the payment will be refunded. No exhibitor shall assign, sublet or share the space reserved without the authorization of the Exhibit Coordinator for the conference.

Formal acceptance of reservation forms by the Exhibit Coordinator, as an agent for the conference, and full payment of reservation fees constitute a contract for the right to use the space provided. In the event of an unforeseen circumstance rendering the exhibit area unavailable, payment for the space will be refunded.

Space will be assigned based on the date the exhibit reservation with payment is received. Other considerations include display design, access and traffic flow along with health and safety rules. Specific requests from exhibitors will be honored when possible. The Exhibit Coordinator will assign exhibit space.

Exhibitors are encouraged to take all precautions for the safety of their materials and/or equipment.

Exhibitors must adhere to any rules and regulations as set by Baker College of Auburn Hills.

Displays must not obscure the view of an adjacent exhibit.

Live music/entertainment, recorded music, videotapes, or other auditory displays must adhere to the 15 minute on and 15 minute off policy.

Exhibitors will hold harmless MDAEYC, the conference committee, conference sponsors, and Baker College of Auburn Hills in the event of any liability, responsibility, loss, damage, cost or expense of any kind arising directly or indirectly from any intentional or negligent act or omission by the exhibitor or any of its agents or employees.

To exhibit at the MDAEYC Annual Fall Conference, signed acceptance of these policies must appear on the Exhibit Registration Form.