

April 1, 2008

Dear Prospective Exhibitor:

I would like to invite you to the thirty-fourth Iowa Choral Directors Association Summer Convention and Symposium. This will again be held on the campus of the North Iowa Area Community College in Mason City, Iowa July on 21-24, 2008. This conference is a gathering of over 250 church musicians, elementary, secondary, and collegiate educators from Iowa and surrounding states, as well as specialized clinicians from the United States and around the world.

We are offering you the opportunity to exhibit at the convention that will be featuring many well-known clinicians, special choral concerts, and a variety of music reading and interest sessions. Complete information regarding space rental is included on the enclosed contract. Additional information about this event, including a copy of the Exhibitor Contract, may be found on the ICDA website, www.iowachoral.org.

We are very excited about our events and attendance this year, and we encourage you to join us! The symposium will also have scheduled "visit the exhibitor" times this year along with 5 minute breaks between all sessions to allow the ICDA members more access time to the exhibitors. The dates and times are as follows, times may change slightly due to the convention schedule:

Tentative Exhibit times are:

Tuesday, July 22, 2008	12:00-6:00pm (Set-up time may begin at 7:30am)
Wednesday, July 23, 2008	9:00am-3:00pm

The convention promises to be an exciting and stimulating experience for all participants. We hope you'll be able to join us in Mason City. If you are interested in advertising in our state's ICDA publication, The Sounding Board, please contact our Ad Editor, Jennifer Wagner at sb-ads@iowachoral.org for further information.

Sincerely,

Millie Youngquist
ICDA Exhibits Chair
831 South 13th Avenue
Washington, IA 52353
millieyoungquist@hotmail.com

319-653-4673 – Home Phone
319-653-6394 – Home FAX
319-256-6200 – School Phone

**IOWA CHORAL DIRECTORS ASSOCIATION
EXHIBITOR CONTRACT
SUMMER CONVENTION/SYMPOSIUM 2008
JULY 21 – 24, 2008**

The following stipulations will apply to exhibitors for the Iowa Choral Directors Association Summer Convention/Symposium.

1. ICDA, Inc. will supply 8 foot long tables. ICDA, Inc. will NOT provide side/back panels or extra lighting. If these are desired, you must bring them yourself. Be advised that there are very few electrical outlets available. If electricity is needed for your exhibit area, please indicate that below.
2. Placement of companies in exhibitor area will be made in the order of contracts returned to the Exhibits Chair. If specific places are desired, we will make every effort to abide by your wishes. Please note such a request on your contract.
3. The cost of the exhibit space is \$70 per 8' x 18" table. An additional table 18" wide may be added for \$15 to make a table surface of 8' x 3'.
4. The contract deadline is **June 1, 2008**. No refunds will be granted for cancellations after this date.
5. Exhibit Dates (subject to minor changes) will be:
Tuesday, July 22, 2008 12:00-6:00pm (Set-up time may begin at 7:30am)
Wednesday, July 23, 2008 9:00am-3:00pm

Company Name _____

Address _____

City, State, Zip _____

Telephone # _____ FAX# _____

Representative's name in attendance at Convention _____

Address (if different than above) _____

E-Mail _____ Cell Phone _____

of tables _____ x \$70 per table = _____ Additional tables _____ x \$15 per table = _____ Total _____

Special requests _____

Electricity absolutely needed: Yes _____ No _____

Signature _____

Please include check made payable to ICDA, Inc. with **one** signed contract.

Send to:

Millie Youngquist
ICDA Exhibits Chair
831 South 13th Avenue
Washington, IA 52353

319-653-4673 – Home
319-653-6394 - Home FAX
319-256-6200 - School
millieyoungquist@hotmail.com

Office Use Only
Ck # _____
Date _____
_____ y /n