



HUDSON VALLEY CODE ENFORCEMENT OFFICIALS' EDUCATIONAL CONFERENCE

WILLIAM JACKSON, TREASURER
7 OLD TOWNSEND ROAD
HOPEWELL JCT. NEW YORK 12533

VENDOR REGISTRATION INFORMATION 2010

Thank you for your interest in coming back or becoming a member of the growing group of businesses that join us each year to promote their products and/or services to the members attending our conference. Building Officials, Governmental Officials, Architects, Engineers, Home Inspectors, Contractors and others attend the conference each year.

This year the Hudson Valley Code Enforcement Officials Educational Conference is being held on April 7, 8, 9, 2010 at the Poughkeepsie Grand Hotel, Poughkeepsie, NY.

Please fill out the bottom of this letter and return it with a check for \$300.00 to us so that we might reserve a space for your display. If you reserve a space you may include one page (8-1/2" x 11") advertisement that we will include in our course program book. Please have a minimum of 350 copies of your advertisement, with standard 3 hole punched. They must be delivered to the Treasurer no later than April 3, 2010 at the address above. 1 table per vendor. You will receive a confirmation letter when space is reserved.

If you cannot make the date but wish to advertise in our course program book, please send 350 collated copies, standard 3 hole punched, advertising packet (maximum of 3 pages) (8-1/2" x 11") with a check for \$300.00 to the Treasurer at the address above.

Lunch for Wednesday and Thursday is included for 1 (one) person per each vendor registration. Additional lunch requests will be \$30.00 per person.

If you need to speak with me, my phone number is 845-858-4080 or fax 845-856-6913.

Display space is limited so please reserve your space early.

Product or service displays are Wednesday & Thursday April 7 and 8, 2010. Wednesday setup time is 6:30 AM. Thursday is 7:15 AM. Breakdown is Thursday by 5:00 PM.

Hotel Reservations courtesy of the Poughkeepsie Grand Hotel. 40 Civic Center Plaza, NY 12601 Reservations must be made directly with the hotel. 845-485-5300. Be sure to reserve by March 26, 2010 and say you're exhibiting in conjunction with the Hudson Valley CEO Education Conference to receive the discounted rate of \$110.00 per night.

Thank you again.

Sincerely,
Wayne E. Kidney
Wayne E. Kidney
Conference President

Company Name: _____ Contact Person: _____

Telephone Number: _____ Fax Number: _____

Person Attending: _____ Person Attending: _____

Comments: _____
