



## CONQUERING THE WILDERNESS OF SCHOOL BUSINESS

TENNESSEE ASSOCIATION OF SCHOOL BUSINESS OFFICIALS  
2010 ANNUAL CONFERENCE & EXHIBITS  
NOVEMBER 16-19, 2010

WILDERNESS AT THE SMOKIES RESORT AND SEVIERVILLE EVENTS CENTER  
SEVIERVILLE, TENNESSEE

May 1, 2010

Dear Business Colleague:

You are invited to exhibit at The Tennessee Association of School Business Officials (TASBO) 44<sup>th</sup> Annual Conference and Exhibits, November 16-19, 2010 at the Wilderness at the Smokies Resort and Sevierville Events Center. The exhibits will be Thursday, November 18, 2010 at the Sevierville Events Center adjacent to the Wilderness Resort.

There are approximately 65 vendor booths in the exhibit area at a cost of \$450 per booth. An early registration discount of \$50.00 is available if paid prior to June 15, 2010. Booth space will be assigned on a "First Come - First Served Basis". The deadline for submitting your application and discounted fee of \$400 is Wednesday, June 15, 2010. The final application date is October 15, 2010. The booths will be 8' x 10' with a draped table, two chairs, an ID sign, and a wastebasket. The fee also includes breakfast with the TASBO members Thursday morning (new this year) and two tickets for the Thursday lunch with TASBO members at the Sevierville Events Center. If you would like to purchase additional lunch or tickets for Thursday evening at Dolly Parton's Dixie Stampede, please indicate this as you fill out PAGE 4. If you would like to purchase more than one booth, the following fees apply: Early registration - \$750 two booths, \$1100 three booths. Registration after June 15<sup>th</sup> will be the following: \$850 two booths, \$1250 three booths.

### **To Be an Exhibitor:**

1. Fill out PAGE 3 - Application for Exhibit Space (Please print or type)
2. Fill out PAGE 4 - Conference Function Information Sheet - This must accompany the Application
3. Send PAGES 3 & 4 with a check to the address on the application (No Credit Cards) If both pages are not returned with your check, it will be returned to you until all information is complete.

This show is designed to bring the manufacturer, dealer, and customer together to create an environment in which communication can easily flow. TASBO's membership consists of school business officials in all disciplines (superintendent, finance, purchasing, food service, maintenance, transportation, audit, employee benefits, and data processing) from districts across the state and the State Department of Education. We currently have more than 250 members attending the annual conference. For the latest updates on TASBO conferences (past and future), please log on to our website [www.tasbo.net](http://www.tasbo.net).

In response to your requests, our format has been changed this year to allow th exhibit booths to be open to our membership for a longer time on Thursday, November 18. You will be able to visit with our members from 7:00 a.m. until after lunch, allowing more time to make contacts and "talk school business".

Please complete the attached forms and attach your check (no credit cards) to reserve your space at the TASBO Annual Conference and Exhibits in Sevierville, Tennessee. We have a block of rooms reserved at the Wilderness at the Smokies Resort at a rate of \$99.00 per night. You may make your room reservations via their website at [www.wildernessatthesmokies.com](http://www.wildernessatthesmokies.com) (Group Code 1011TASBO) or by calling 1-877-325-9453 and requesting the TASBO rate. The room reservation deadline is October 15, 2010. If you have any questions, please contact Maryanne Durski at 615-451-5211 or at [maryanne.durski@summerschools.org](mailto:maryanne.durski@summerschools.org). Make plans to be in Sevierville in November! We look forward to seeing you there.

Sincerely,

Maryanne Durski  
TASBO Exhibit Coordinator

Colette Arnold  
TASBO Exhibit Coordinator

**REFUNDS: Refunds will be made for exhibit space only if cancellation is received in writing 30 days prior to conference date. There will be a \$100.00 refund fee.**

**TENNESSEE ASSOCIATION OF SCHOOL BUSINESS OFFICIALS**  
**November 16-19, 2010**  
**Wilderness at the Smokies Resort and Sevierville Events Center**  
**Sevierville, Tennessee**

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**EXHIBITOR'S INFORMATION SHEET**

<b>SETUP DATE &amp; TIME</b> (Sevierville Events Center)	<b>Wednesday, November 17, 2010</b> <b>1:00 p.m. - 5:00 p.m.</b>
<b>(Last Minute Completion)</b> <b>(Breakfast served at Events Center)</b>	<b>Thursday, November 18, 2010</b> <b>6:30 a.m. – 7:00 a.m.</b>
<b>EXHIBIT DATE &amp; TIME</b> (Sevierville Events Center)	<b>Thursday, November 18, 2010</b> <b>7:00 a.m. – 1:30 p.m.</b>
<b>DISMANTLE DATE &amp; TIME</b>	<b>Thursday, November 18, 2010</b> <b>1:30 p.m. – 4:00 p.m.</b>
<b>EXHIBIT LOCATION</b>	<b>Sevierville Events Center</b> <b>202 Gists Creek Road</b> <b>Sevierville, TN 37876</b> <b>(865)-453-0001</b>
<b>EXHIBIT FEE:</b>	<b>\$450 per booth (\$400 before June 15, 2010)</b> <b>(Includes 8' x 10' booth, draped table,</b> <b>sign, 2 chairs, wastebasket, Thursday breakfast,</b> <b>2 tickets for Thursday lunch.</b>
<b>ORDER OF THE DAY:</b>  (EXHIBIT DAY – November 18, 2010)  7:00 a.m. – 1:30 p.m.	<b>7:00 a.m. - TASBO Members will be arriving</b> <b>Breakfast and Visit with Vendors</b> <b>11:30 a.m. - Lunch will be served</b> <b>Sponsors Recognition</b> <b>TASBO Distinguished Service Award</b> <b>Conference 2011 in Mufreesboro</b> <b>Vendor Door Prizes</b>
<b>DECORATOR/ELECTRICAL</b> <b>MATERIAL HANDLING</b> (George Fern Co. will contact you regarding Electrical, Material Handling and other available services.)	<b>George E. Fern Co.</b> <b>125 Fernco Drive</b> <b>Nashville, TN 37207</b> <b>Phone: (615) 256-0357</b> <b>Contact: Roger Spivey</b>
<b>TASBO EXHIBIT COORDINATOR:</b>	<b>Maryanne Durski</b> <b>Sumner County Schools</b> <b>695 East Main Street</b> <b>Gallatin, TN 37066</b> <b>Phone: (615) 451-5211</b> <b>E-Mail: <a href="mailto:maryanne.durski@sumnerschools.org">maryanne.durski@sumnerschools.org</a></b>

**2010 APPLICATION FOR EXHIBIT SPACE  
TENNESSEE ASSOCIATION OF SCHOOL BUSINESS OFFICIALS**

**PAGE 3**

Exhibit booths are 8' x 10' each and include an 8' back drop curtain, 3' divider curtain, one draped table, two chairs, a wastebasket and an identification sign.

COMPANY NAME: \_\_\_\_\_  
(Please print or type)

STREET ADDRESS: \_\_\_\_\_

CITY, STATE & ZIP: \_\_\_\_\_

COMPANY PHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

E-MAIL OF CONTACT PERSON: \_\_\_\_\_

REPRESENTATIVE ATTENDING CELL PHONE NUMBER: \_\_\_\_\_

ID SIGN NAME: \_\_\_\_\_  
(If different from company name)

Company Representatives who will be attending the Exhibits  
(Name Badges will be made by names given below – Please Print or Type)  
(Name Badges Will NOT be made the day of the event)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TYPE OF BUSINESS: \_\_\_\_\_  
(i.e. business software, office supplies, insurance)

Person and Phone Number I should contact if any questions before event:  
\_\_\_\_\_

Signature of Company Representative: \_\_\_\_\_  
\_\_\_\_\_  
(Title)

**UPON RECEIPT OF YOUR APPLICATION, THE VENDOR DECORATOR (GEORGE FERN CO.) WILL CONTACT YOU REGARDING ELECTRICAL, MATERIAL HANDLING AND OTHER AVAILABLE SERVICES.**

Would you like to sponsor an event? \_\_\_\_\_ YES \_\_\_\_\_ NO

Will you please provide a door prize at your booth? \_\_\_\_\_ YES \_\_\_\_\_ NO  
(If yes, you will need to have sign-up at your booth for drawing during lunch)

PLEASE MAKE CHECK PAYABLE TO: TASBO  
MAIL PGS 3 & 4 WITH YOUR CHECK TO: Maryanne Durski  
(No Credit Cards) Sumner County Schools  
695 East Main Street  
Gallatin, TN 37066

**REFUNDS:** Refunds will be made for exhibit space only if cancellation is received in writing 30 days prior to conference date. There will be a \$100.00 refund fee.

**EARLY REGISTRATION DEADLINE---JUNE 15, 2010  
FINAL DEADLINE---October 15, 2010**

TENNESSEE ASSOCIATION OF SCHOOL BUSINESS OFFICIALS  
November 16-19, 2010  
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Sevierville, Tennessee

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**EXHIBITOR'S CONFERENCE FUNCTIONS**

**DEADLINE OCTOBER 15, 2010**

Company Name: \_\_\_\_\_

Company Representative(s): \_\_\_\_\_

For planning purposes, please provide the following information:

**PROVIDED**

\_\_\_\_\_ Yes, I plan to attend the Thursday breakfast, November 18, 2010

\_\_\_\_\_ Yes, I plan to attend the Thursday lunch, November 18, 2010 (2 tickets included)\*

**OPTIONAL**

\_\_\_\_\_ Number of additional Thursday Luncheon tickets at \$25 each = Total enclosed \_\_\_\_\_

\_\_\_\_\_ Number of Thursday evening *Dixie Stampede* tickets at \$50 each = Total enclosed \_\_\_\_\_

\*Thursday, November 18, 2010, a buffet luncheon will be served during the exhibit time.

**Please mail this form, page 3 & check (for booth and optional events) to:**

**TASBO  
Maryanne Durski  
Sumner County Schools  
695 East Main Street  
Gallatin, TN 37066**

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