

# 2016 Products and Services EXPO

## What's New With You?

You can be an Exhibitor for the 2016 Products and Services EXPO

**This year Saint Paul is trying out a new venue and time slot where we want you to showcase your NEW products and services!**

The following information should answer any questions you might have about the 2016 EXPO. If you have further questions, please feel free to contact the BOMA office.

### Q: Why should I exhibit?

A: Our Expo provides our Service Partner Members the opportunity to showcase their products and services to owners, managers and operating staff. This "table top" show will provide space to exhibit existing and new products, services, and trends for the real estate industry.

The layout of the exhibit room is attached for your reference. Please note that the booth space is 6 feet wide and that your exhibit materials should not extend beyond that size. If you have additional space needs, please contact the BOMA office.

**An additional charge will be applied for oversize booths.**

### Q: What's planned to promote the event and the exhibitors?

A: Information regarding this event will be featured at our August 8th General Membership meeting and our Board Chair will send a personalized email invitation to all Property Managers and Superintendents.

In addition, exhibitors will be recognized in Saint Paul BOMA's monthly newsletter in September and October for those who sign up prior to the deadline! All those signing up by the deadline will also be recognized on Saint Paul BOMA's website.

### Q: How can I be sure that my booth has great attendance?

A: It's your move... what's NEW with you? What are new products or services that your customer just has to have and shouldn't live without?! Make your booth inviting— be creative! Tie in your attire and your booth prize for the full affect! A door prize will not only bring potential customers to your exhibit but will also provide you with the names, addresses and telephone numbers of those who stopped by your booth.

**COMPANY** \_\_\_\_\_

**CONTACT PERSON** \_\_\_\_\_

**PHONE** \_\_\_\_\_ **EMAIL ADDRESS** \_\_\_\_\_

\_\_\_\_ \$400 Electrical Table (1-27 ONLY)    \_\_\_\_ \$375 Non Electrical Table (28-60)

ONLY Tables 1-27 have electric capabilities. Tables 28-60 do not. Please review the attached map and indicate three table number choices for location. **Tables are on a first-come, first-served basis.**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

# EXPO



**Tuesday, September 20**  
**3:00 - 4:30pm**  
**Open Exhibits**

**4:30-6:30pm**  
**Cocktail Reception**

**A'BULAE**  
**255 East 6<sup>th</sup> Street**  
**Saint Paul, MN**

Please note that tables are assigned on a first-come, first-served basis. A'BULAE will be open for set-up at 12:00pm. We ask that all exhibits be ready by 2:45pm.

Exhibitors are encouraged to bring business cards, signage and backdrops.



**Return to:**  
**Saint Paul BOMA**

**332 Minnesota St,**  
**Ste. W2950**  
**Saint Paul, MN**  
**55101**

**Fax: 651-291-1031**