

Louisiana Libraries BRIDGING



Communities

Join Louisiana professionals at the annual event bringing library workers from across the state together to problem solve. If your company offers solutions, you cannot afford to miss this event.

The Holiday Inn Select in Baton Rouge will be the location of the 2007 LLA conference. The Exhibit Hall will be open 13 hours, allowing ample time for attendees to view all of the booths. No conflict times are scheduled to encourage traffic.

Listed below are times and dates that may be of special interest to you.

Pipe and Drape	Tuesday, March 6	8:00 am – 8:00pm
Exhibitors Set-up	Tuesday, March 6	8:00 pm – 10:00 pm
	Wednesday, March 7	7:00 am – 10:00 am
Exhibits Open	Wednesday, March 7	10:00am – 4:00 pm
	Thursday, March 8	9:00 am – 4:00 pm
Dismantling	Thursday, March 8	4:00 pm – 6:30 pm

Contact Information:

Jackie Choate, Exhibits Chair
Vermilion Parish Library
P.O. Drawer 640
Abbeville, La. 70511
337-898-3706 wk
337-898-0526 fax
jchoate@vermilion.lib.la.us

Rental Fees:

Complete the following Exhibit Application and Contract. Mail completed contract with payment of \$450 per booth to

LLA Exhibits Chair
Vermilion Parish Library
P.O. Drawer 640
Abbeville, LA 70511

Booths

The prices for LLA booths are \$450. The Booths are 8' X 10" and will be furnished with an identification sign, a 6' draped table, 2 chairs and a trashcan. Booth fees can be paid by check or money order made out to the Louisiana Library Association. Visa or MasterCard may also be used for payment. Sorry no Debit Cards will be accepted.

Exhibitors will receive a packet from Barbara Ruffin, Exhibits Coordinator for the Holiday Inn Select which will give the instructions for ordering additional furniture, booth accessories, Internet connections, and telephone. Electricity and internet via wireless connections will be provided to each booth free of charge. A/V equipment needs should be addressed by the vendor who needs them. If additional help is needed, please contact Tiffany Stanley Abshire with specific requests.

Space rental fees for booths and tables include badges for your company representatives who will work in the booth. This badge permits admission to the exhibit hall and complimentary conference program admission. One conference program per booth/table is also provided.

Space Assignments

Space assignments will begin February 5, 2007. All assignments will be made, as near as possible, according to the wishes and requirements of the exhibitors. Booth assignments are made on the basis of: the date the application and payment are received and past LLA conference participation.

If none of your booth selections are available, the Louisiana Library Association Exhibits Committee will assign what it considers to be the best available space. LLA reserves the right to determine all assignments and will send out a confirmation of exhibit space.

The Louisiana Library Association reserves the right to determine the eligibility of any company or product for exhibit.

Storage

Shipping and storage arrangements will also be discussed in the Holiday Inn Select packet each vendor will receive.