



**INVITATION TO EXHIBIT AT THE  
VIRGINIA LIBRARY ASSOCIATION ANNUAL CONFERENCE  
OCTOBER 29-30, 2009  
WILLIAMSBURG MARRIOTT  
WILLIAMSBURG, VIRGINIA**

You are cordially invited to exhibit at the 2009 Virginia Library Association Annual Conference to be held October 29-30, 2009 at the Williamsburg Marriott, Williamsburg, VA. An application form and information concerning exhibit rules and regulations are enclosed.

*We recognize the importance of the Vendors and their participation to make our conference a success. In an effort to provide more traffic to the exhibit booths, VLA is planning to provide lunch to all registrants. The lunch will be served in the exhibit hall at lunchtime on Thursday. A grand opening of the exhibit Hall and the registration area is also planned. The first session on Thursday does not begin until 10:00 leaving 9:00-10:00 as non conflict time as well as 12:00-1:00 (box lunch served). On Friday we will offer a continental breakfast in the Exhibit area from 8:00-9:00. The Conference Committee is also looking at other non-conflict times to be announced at a later date.*

Please fill out the enclosed application form and mail with your check today. Booth fees are \$400 for the first booth (\$450 if mailed after October 15) and \$300 for each additional booth. Please refer to the enclosed booth layout when requesting individual booths. Booths will be assigned based on the date application and fee is received. Confirmation letters with booth assignments will be mailed to you.

<b>HOURS OF SHOW</b>		
<b>SET-UP:</b>	<b>Wednesday, October 28</b>	<b>7:00 p.m.-10:00p.m.</b>
	<b>Thursday, October 29</b>	<b>7:30 a.m.- 9:00 a.m.</b>
<b>THURSDAY:</b>	<b>Exhibits Open:</b>	<b>9:00 a.m. – 5:00 p.m.</b>
<b>FRIDAY:</b>	<b>Exhibits Open:</b>	<b>8:00 a.m. –1:00 p.m.</b>

If you are interested in sponsoring an event or placing an ad in the conference program please use the enclosed form.

When making hotel reservation at the Williamsburg Marriott, please indicate that you are with the Virginia Library Association to receive the conference rate. Reservation information will be sent to you along with your booth confirmation.

Please plan to join us at the Williamsburg Marriott, Williamsburg, VA for the 2009 Virginia Library Association Annual Conference. Please contact me if you have any questions or concerns.

We look forward to seeing you in October,

Linda Hahne, VLA Executive Director  
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