



88 Beech Street, Essex Junction, VT 05452
(802) 878-6888 voice • www.vtvets.org • kathy@vtvets.org

Cathy Kocsis, Exhibit Manager

802-447-7723w 802-447-0320 fax

cathy@wmah.net

November 29, 2017

Dear Vendor,

The VVMA is looking ahead to our 2018 continuing education programs and we hope you are interested in participating once again! Our Winter Meeting is Saturday and Sunday, February 10 and 11, and our Summer Meeting is Friday, June 22. Both meetings will be held at the Burlington Hilton Hotel.

During the Winter Meeting, we will be offering two days of small animal CE, plus one day of equine and one day of bovine, and our one day Summer Meeting will have small animal and bovine CE. Refer to the VVMA website www.vtvets.org as speakers and schedules will be posted soon.

Of course we want to accommodate our ever supportive vendors, because without you it would be impossible to hold these meetings! We are providing the option to exhibit for only Saturday of the Winter Meeting, and we offer a discount for those who prepay to attend both of our Meetings.

On the next page I've outlined the options available for both the Winter and Summer meetings.

If you have any questions regarding the meeting, speakers or sponsorship opportunities, please contact Kathy Finnie, VVMA Executive Director at kathy@vtvets.org/802-878-6888. If you have any questions regarding the vendor hall or table locations, please contact me at cathy@wmah.net. Thank you very much, and we look forward to seeing you at our Meetings!

Cathy Kocsis

VVMA Winter Meeting Schedule

Exhibit setup is 6:00 P.M. – 8:00 P.M. Friday, February 9 or from 6:00 a.m. – 8:00 a.m. on Saturday, February 10.

Saturday and Sunday, February 10-11

7:30 – 9:00 Registration – 1st floor

7:45 – 8:45 USDA Accreditation

8:00 – 4:30 Exhibits Open – Montpelier Room – 1st floor

9:00 – 4:30 CE Programs (breaks at 10:30 and 3:00)

noon–1:30 Lunch – Green Mtn Ballroom (1st floor behind elevators)

Please note: VVMA will be holding programs during the lunch hour. Feel free to leave the room after you eat your lunch or stay to listen to the speakers.

4:30 p.m. Program concludes. Thank you for coming!

The total cost for each booth includes breaks and lunches for ONE person on each day of the meetings.

There will be an additional charge of \$50.00 per day for each additional person.

OPTION #1

Two day winter meeting 2/10 and 2/11 \$ 600.00
One day summer meeting 6/22/18 \$ 350.00
Total \$ 950.00

Prepay for both meetings by 1/15/18

receive 10% discount of - \$ 95.00
Final total both meetings \$ 855.00

OPTION #3

Two day winter meeting 2/10 and 2/11 \$ 600.00
Payment after 2/1 \$ 650.00

OPTION #5

Friday, June 23 summer meeting \$ 350.00
Payment after June 15 \$ 400.00

OPTION #2

Saturday only winter meeting 2/10 \$ 400.00
One day summer meeting 6/22/18 \$ 350.00
Total \$ 750.00

Prepay for both meetings by 1/15/18

receive 10% discount of - \$ 75.00
Final total both meetings \$ 675.00

OPTION #4

Saturday only winter meeting 2/10 \$ 400.00
Payment after 2/1 \$ 450.00

OPTION # _____ TOTAL \$ _____

of additional people Saturday 2/10 _____ Sunday 2/11 _____ Friday 6/22 _____ @ \$50.00 day \$ _____

FINAL TOTAL \$ _____

**Please make checks payable to Vermont Veterinary Medical Association
Tax ID# 06-6006823 and mail to 88 Beech Street, Essex Junction, VT 05452.
To pay with credit card call VVMA Executive Director Kathy Finnie at 802-878-6888.**

Exhibit space will consist of one 2 foot x 6 foot draped table and two chairs. Electricity will be available, but please bring extension cords.

The Vermont Veterinary Medical Association and The Hilton Burlington shall not be liable or responsible for any loss, fire, theft, damage, or injury that may occur to the property of the exhibitor or servants, guests, and invitees from any cause whatsoever, arising out of, or from, or incident to, the use of occupancy of the exhibit area by the exhibitor, its agents, servants, employees, guests, and invitees; and the exhibitor, by signing this contract expressly release the above named parties from liability from any and all such loss, fire, theft, damage, injury, death, and personal injury claims whatsoever.

By signing this contract your Company is agreeing to provide representation for the duration of the meetings. Dismantling in the vendor hall will not occur until the meetings end for the day. Under no circumstances will any tables be dismantled during the stated times the vendor hall is open.

Company: _____ Date: _____

Signature: _____ Print Name: _____

Booth Attendants:

Name: _____ E-mai: _____

Name: _____ E-mail: _____

E-mail confirmation to: _____

Fax completed contract to Cathy Kocsis 802-447-0320 or e-mail cathy@wmah.net