

Indiana Green Expo 2010

January 6-8, 2010

Indiana Convention Center
Indianapolis, IN



Dear Indiana Green Expo 2010 Exhibitor,

This is an important IGE communication and includes some items sent previously. Again, we thank you for participating in the upcoming annual education and trade show program, Indiana Green Expo, January 6-8, 2010 to be held at the Indiana Convention Center in Indianapolis, Indiana. All documents or information referenced may be found on our website at www.indianagreenexpo.com.

IGE Exhibitor Registration Form

- Each 10 x 10 exhibit booth receives two FREE booth personnel badges (if you aren't sure how many booths you have, visit the floor plan located at www.indianagreenexpo.com).
- Additional booth personnel badges are available for \$10 each
- If you are interested in signing up for educational sessions, complete the exhibitor registration form and submit payment.

Advertising in the IGE Show Program – Deadline is December 5th – these are used as Buyer's Guides throughout the year.

Scholarship Auction/Raffle:

INLA will once again host their annual Scholarship Auction. If you have an item you wish to include in the auction, please complete the attached form by November 30th

Sponsorships:

Opportunities are still available – check them out and receive additional recognition. Sign up by November 30th – click below for options

Exhibitor's Evaluation:

We will hold an informal exhibitors coffee/meeting on Friday morning at 8 am and discuss 2011. However, if you cannot attend, our board members will drop off evaluation forms that we encourage you to complete. Your feedback is very important and will help us chart the course for future programs.

Awards for Best of Show Exhibit Booths will be awarded for the following categories:

Green Goods

Hard Goods

Most Interactive

Equipment

6533 Margaret Court * Indianapolis, IN 46237

Phone: 317.889.2382 Fax: 317.889.3935

www.indianagreenexpo.com

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IGE Move In/Set Up:

Wednesday, January 6th

Heavy Equipment: 8 am – 10 am

All others: 10 am – 7 pm (arrangements will be made for Michigan show exhibitors arriving after 7 pm)

IGE Show Hours:

Thursday, January 7th 10 am – 5 pm &

Friday, January 8th 9 am – 2 pm

IGE Move Out:

will be last out)

Friday, January 8th – 2 pm (heavy equipment exhibitors

Decorator Kits/Labor Needs: Discounts are available until **December 18th**

Our decorator has packaged some great furnishing options for you if you sign up by December 18th. Discounted prices will not be honored after December 18th, so please reserve your decorator needs ASAP! Click here to access decorator information visit www.indianagreenexpo.com click on Decorator/Show Colors/Utilities and enter **PASSWORD: green10**

Utilities: You must contract directly with the Indiana Convention Center for electricity, water, cable, etc. Contract by December 18th for discounted rates. Visit www.indianagreenexpo.com click on Decorator/Show Colors/Utilities and enter **PASSWORD: green10**

Hotel Reservations/Directions/Parking: **Westin only this year for special rates of \$105 Single/Double + taxes:** Cut off dates are – December 15th– click below for information:

http://www.indianagreenexpo.com/IGE10_info/IGE2010_Hotel_Parking.pdf

If you have any questions, please don't hesitate to contact us at 317.889.2382 or 800.443.7336. Thank you!

To access the above reference detailed information or documents, please visit www.indianagreenexpo.com or contact Dsheets@inla1.org

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