

**SALES SPACE RESERVATION FORM**

This form is to be used to reserve space in the Sales Room during our conference at the Atlantis. Club displays will be registered on a separate form. We will have a table in the Sales Room for flyers announcing upcoming events so do keep that in mind. Please make sure that you have enough members to staff your sales tables and remember that sales space is limited so get your reservations in.

**Set Up:** Sales Room will be available at 5 p.m. to 8 p.m. on Thursday, April 23 and 7:30 a.m. to 10:00 a.m. on Friday.

**Open Hours:** 10 a.m. to 6 p.m. on Friday, 7:30 a.m. to 5:00 p.m. on Saturday and 7:30 a.m. to 10:30 a.m. on Sunday.

**Tear Down:** 11 a.m. on Sunday and not after 1 p.m. on Sunday

**Space Includes:** 6' table and 2 chairs (additional 6' table @ ½ price)  
 Note: If you are removing the table and replacing it with other items, you will be charged for additional space if the items take up more than one table.

**Deadline:** **March 29, 2010**

**Check:** Make check payable to SNR Conference

**Mail this form & check to:** Treasurer Jackie De Martini (916) 652-9266 (w)  
 PO Box 162 (916) 847-0763 (c)  
 Loomis, CA 95650 jackie@jcbookkeeping.net

**Questions?** Coordinator Linda Glaser (916) 771-0277 (h/w)  
 2801 Glaser Lane (775) 781-1046 (c)  
 Roseville, CA 95747 glaser922@gmail.com

**Please check appropriate line(s):**

_____ SNR Club Sales Table	\$30.00	_____ SNR Member	\$55.00
_____ SNR Club extra sales table	\$15.00	_____ SNR Member Extra Table	\$27.50
_____ Nonmember Sales Table	\$125.00	_____ Nonmember Extra Table	\$62.50
Total amount of check enclosed: \$ _____			

Please complete all applicable lines below:

SI \_\_\_\_\_ President's Name \_\_\_\_\_

Individual \_\_\_\_\_ Business \_\_\_\_\_

Address (Street/City/State/Zip) \_\_\_\_\_

Phone: (Bus) ( ) \_\_\_\_\_ (Home) ( ) \_\_\_\_\_ email: \_\_\_\_\_

Do you need electricity? \_\_\_\_\_yes \_\_\_\_\_no Any other set up needs? \_\_\_\_\_

Type of items to be sold? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Display Reservation Form**

This form is to be used if your club would like to highlight some of its activities and accomplishments at the Region Conference. There is no cost to a club to display and you can reserve either easels or tables on which to toot your horn. What we do ask is that you do not get too carried away as we do have 59 clubs and it would take a ballroom if all were to participate.

The display can either be in the form of a tri-fold, poster board or whatever you come up with. They will be displayed near registration to get the maximum exposure but we must know how much to expect.

**Deadline for Submittal March 29th!**

Set Up: You may set up starting at 7:30 a.m. on Friday until 12:00 Noon on Saturday.

Tear Down: Your materials must be removed by 1 p.m. on Sunday.

Space Includes: Easel or portion of a 6' table to be shared with other clubs.

**Note: Displays will be set up in an unsecured area. No electrical outlets will be available.**

Mail Form To: Coordinator Linda Glaser (916) 771-0277 (h/w)  
2801 Glaser Lane (775) 781-1046 (c)  
Roseville, CA 95747

**Please check appropriate line(s)**

Club Name \_\_\_\_\_ Club Display Contact \_\_\_\_\_

Contact Info Phone #(h): \_\_\_\_\_ (w) \_\_\_\_\_ (c) \_\_\_\_\_

Contact email address: \_\_\_\_\_

Subject of Display Board: \_\_\_\_\_

Display Grouping: SOLT \_\_\_\_\_ Publicity \_\_\_\_\_ Newsletter \_\_\_\_\_

Club Activity Area: Recruitment \_\_\_\_\_ Membership \_\_\_\_\_ Fundraising \_\_\_\_\_ Program \_\_\_\_\_

\_\_\_\_\_ Easel for Club Display \_\_\_\_\_ Table space for tri-fold display

Other requests: (explain) \_\_\_\_\_

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\_\_\_\_\_  
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