

MEMORANDUM

TO: Past Exhibitors at the Connecticut Association of Athletic Directors' Conference
FROM: Fred Balsamo
DATE: September, 2007
RE: **INVITATION TO EXHIBIT**

Plans are currently being made for our 24th Annual Athletic Directors' Conference being held on March 27, 28, 2008 at the **Rocky Hill Marriott**. Exhibit space will only be available on **Thursday, March 27, 2008** from 7:00 a.m. until 4:00 p.m. This will condense the amount of time exhibitors have to spend at the Conference, but will increase the actual contact time with Athletic Directors. As you know, each year our Conference becomes more successful than the year before, and last year was no exception. This year we have extended our membership to over 151 middle school athletic directors which should increase our conference attendance. Those of you who have been with us in the past know that we make every attempt to ensure that our Conference is successful not only for the athletic directors, but for the exhibitors as well.

Please take the time to fill out the attached registration form and mail it back to me with your check so that I may reserve your booth space. You all know that exhibit space is always sold out each year, so I would recommend that you do not hesitate. Looking forward to your continued participation.

Remit to: C.A.A.D.
c/o Fred Balsamo, Executive Director
30 Realty Drive, Cheshire, CT 06410
Telephone (203) 250-1111

Conference Site

**Rocky Hill Marriott
100 Capital Boulevard, Rocky Hill, CT
(Exit 23 off I-91)**

CONNECTICUT ASSOCIATION OF ATHLETIC DIRECTORS' CONFERENCE
EXHIBITOR SIGN-UP FORM

The Connecticut Association of Athletic Directors' Conference will be held on **March 27, 28, 2008 at the Rocky Hill Marriott**. Very limited exhibit space is available. If you are interested in exhibiting, you must fill out the form below and return it with your payment. **COST PER BOOTH – \$300.00.**

Show Day: Thursday ONLY – March 27, 2008
7:00 a.m. - 4:00 p.m.
Booth MUST be broken down by 4:00 p.m.

Booth comes with draped tables, chairs (electricity by request).

We have **sold out in advance** each of the last 23 years so **please fill out and return this completed form today.**

Name of Contact _____
Name of Company _____
Address _____
City _____ State _____ Zip Code _____
Telephone (include area code) _____

Product _____

Do you need electricity? ___ Yes ___ No

I would like _____ booth(s) at the Connecticut Athletic Directors' Conference

For Name Tags – Please list names of those attending:

Signature _____

RETURN THIS FORM AND A CHECK FOR \$300 PER BOOTH PAYABLE TO:

C.A.A.D.
c/o Fred Balsamo, Executive Director
30 Realty Drive, Cheshire, CT 06410
Telephone (203) 250-1111

NOTE: Special room rates (\$89) are available for exhibitors **up until March 12, 2008**. If you make reservations by phone, please mention that you are with the CAAD Conference (Rocky Hill Marriott -- 860-257-6000). You can also book a room on-line at <http://cwp.marriott.com/bdlrh/caad/>

More hotel information will be forthcoming.

For CAAD Use Only
of booths _____
Amount Received _____
Check # _____
Date Received Check _____