

Things to Know About Our Show

April 2-4, 2018

Move-in and Move-out:

Move in day is **Monday, April 2 from 12:00pm-3:00pm** for Equipment and Booth setup.

ALL EQUIPMENT MUST BE IN BY MONDAY AT 3:00pm!

Booths ONLY may also set up Tuesday, April 3 during breakfast and keynote from 6:45am-8:00am.

EVERYONE must be set up by 8:00 am!

Move out will be **Wednesday, April 4 at 12:30pm** when the trade show closes to the public.

Trade Show open to the Industry Public on Wednesday, April 4 from 9:00am-12:30pm.

10x10 Booth:

- If you signed up for power, it will be available
- A skirted table and 2 chairs will be provided
- You will have 2 meal tickets unless you paid for additional meals
- Tables will be assigned and have your name on them upon your arrival

25x25 Equipment:

- Todd Griffeth from Glidden Paving and myself will help coordinate equipment move in on Monday, April 2 from 12:00pm-3:00pm. Please find one of us upon arrival. We will be wearing bright green MAPA vest's. The vendor entry door is located on the corner of Buck and Main Street.
- You will have 2 meal tickets unless you paid for additional meals
- A skirted table and 2 chairs will be provided upon request

Hotel Information:

Fireside Inn- \$89.99 plus tax Reference Maine Asphalt

Residence Inn Bangor – \$119.00 [Click here to book](#)

Hollywood Casino Bangor Hotel- \$109.00 plus tax Reference MAPA

Member Appreciation Reception:

On Tuesday, April 3 around 3:30 pm-5:00pm, all attendee will be invited to attendee a reception with drinks and appetizers in the Arena. We will also have music and giveaways available. Music and announcement will be available all day Tuesday. If you would like to be part of our MAPA Vendor Give-Away it must have a value of \$150.00 to participate in the MAPA drawing. You can also have your own drawing of lesser value at your own table.

Insurance:

Vendors, please send me a Certificate of Liability naming Maine Asphalt Pavement Association as a certificate holder for April 2-4, 2018. Please email or snail mail to PO Box 5622, Augusta ME 04332.

Contact:

Please contact my cell 207-557-0939 should you need anything at anytime!

If you are a 10x10 booth and are bringing small equipment, I need to know for placement purposes.

If you are a 25x25 Monday from 12-3 is move in day. Please come find me or Todd prior to moving in to make sure we place the folks in the back of the arena first!

I have attached some information for you titled "Vendor Things to Know".

I want to point out a few things-

- On Tuesday night we will be having an attendee reception, at this time you can participate in our **MAPA vendor give away** if you have items to give.
- Also on Wednesday our equipment show will be open to the Industry Public. I have attached a flyer for you to use and send to Industry contacts should you choose.
- I **do** provide name tags to Vendors/Sponsors so please get me your booth attendees ASAP!
- Your Vendor/Sponsorship comes with 2 meals; you may purchase more if needed.
- Vendors, **please send me a Certificate of Liability naming Maine Asphalt Pavement Association as a certificate holder for April 3-4, 2018.** Please email or snail mail to PO Box 5622, Augusta ME 04332.
- On Wednesday I will have the Arena provide the concessions, however you will be able to get coffee from MAPA with a coupon that I will have at your table along with the agenda.

I look forward to seeing you in a few weeks. At any time please feel free to contact me and keep upto date on the seminar by visiting <http://maine-apa.org/paving-seminar>. My cell phone is 557-0939 should you need anything while you are at the show.