

Things to Know About Our Show

April 8-10, 2024

Move-in and Move-out:

Move-in day is **Monday, April 8, from 10:00 am-2:00 pm** for Equipment and Booth setup.

ALL EQUIPMENT MUST BE IN BY MONDAY AT 2:00 pm!

Booths ONLY may also be set up on Tuesday, April 9th, during breakfast from 7:15-8:00 am.

EVERYONE must be set up by 8:00 am!

Move-out will be **Wednesday, April 10 th at 12:30 pm** when the show is over.

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.

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

25x25 Equipment:

- Todd Griffeth from Glidden Excavating and Paving and I will help coordinate equipment move-in on Monday, April 8rd from 10:00 am-2:00 pm. Please find one of us upon arrival. We will be wearing bright green MAPA vests. 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.
- If you need assistance, please call Todd at 899-5241 or Tanya at 557-0939.

Hotel Information:

Hollywood Casino Bangor Hotel- ASPHALT24

Member Appreciation Reception:

On Tuesday, April 9th around 3:20 pm-5:00 pm, all attendees will be invited to an attendee a reception with drinks and appetizers in the Arena. We will also have music and giveaways available. Music and announcements will be available all day Tuesday.

****NEW THIS YEAR-** 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. We ask that you collect, at your table, the names for your drawing. We are hoping this will create more conversations with you and the attendees. During the reception, we will go around to your table and help draw a winner.

Insurance:

Vendors, please send me a Certificate of Liability naming Maine Asphalt Pavement Association as a certificate holder for April 8-10, 2024. Please email or snail mail to PO Box 5622, Augusta ME 04332.

Contact:

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

Other Info:

- Please feel free to invite Industry folks to the tradeshow on Wednesday, April 10, 2024, from 9:00-12:00 to come check out your equipment.
- I encourage you to think outside the box a bit and see how you can make your booth hands-on- Some examples I saw at the World of Asphalt, golf, basketball, virtual reality, spin a wheel, cornhole, and charging station are just a few ideas.
- On Tuesday afternoon, we will be having an attendee reception; at this time, you can participate in our MAPA vendor giveaway if you have items to give.
- 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.
- **Reminder all equipment must be as low on fuel as possible and all batteries disconnected or shut off per local fire codes.**
- **Please send me the contact name and number for the representative that will be onsite for equipment move in so we can tell you your move in time to make things as smooth as possible (This is only for my large vendors, not the 10x10 booth).**

At any time please feel free to contact me and keep up to 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.