Things to Know About Our Show
April 6-7, 2020

**Move-in and Move-out**:
Move in day is **Monday, April 6 from 11:00am-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 7th during breakfast and keynote from 6:45am-9:00am. **EVERYONE must be set up by 9:00 am**!

Move out will be **Wednesday, April 8th at 12:00pm** when the trade show closes to the public.
**Trade Show open to the Industry Public on Wednesday, April 8th from 9:00am-12:00pm.**

**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 Paving and myself will help coordinate equipment move in on Monday, April 6th from 11:00pm-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**:
Residence Inn Bangor – $124 plus tax (https://www.marriott.com/event-reservations/reservation-link.mi?id=1572894173584&key=GRP&app=resvlink)
Hollywood Casino Bangor Hotel- $129 plus tax and the $10 amenity fee.

**Member Appreciation Reception**:
On Tuesday, April 7 around 3:00 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 6-8, 2020. 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!

www.main-apa.org

info@maine-apa.org

207-838-1379
Other Info:

- 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, 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 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 6-8, 2020. 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.

- 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.