



HAWAII PUBLISHERS ASSOCIATION

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July, 2008

Aloha,

The annual HPA Print Media Day & Expo is coming soon! This year's event is presented by the Hawaii Publishers Association and Hawaii's Printers. The event will be held on Thursday, September 11, 2008 at the Hilton Hawaiian Village in the Coral Ballroom.

Attached, please find a fact sheet, floor plan and exhibit space contract for your review. We sincerely hope that you will participate in this year's event. Please review the information and return your booth selection along with payment in full as soon as possible. We expect to have over thirty exhibitors so don't delay!

We have very limited space available so you need to submit your application quickly to confirm your location.

Should you have any additional questions, please do not hesitate to contact me. Thank you for supporting your industry by showcasing your company at the Annual Print Media Day & Expo.

Mahalo,

Amy Hammond
Executive Director
234-1288

HAWAII PUBLISHERS ASSOCIATION and HAWAII'S PRINTERS
ANNUAL PRINT MEDIA DAY & EXPO
Hilton Hawaiian Village Coral Ballroom I & II
Thursday, September 11, 2008 from 11:00 a.m. – 3:00 p.m.

Each year, the Hawaii Publishers Association and Hawaii's Printers sponsor this one-day expo. This is the only major event that brings the publishing industry together to show how amazing Hawaii's publishers and printers really are.

This annual expo brings together individuals and companies from the printing, publishing, and advertising industry together to share information with customers and potential customers about their products and services. The Print Media Day & Expo is a wonderful opportunity for you and your business or organization to participate and at the same time support your industry. This year there will be an optional buffet luncheon featuring a guest speaker from TARGET.

The Print Media Day & Expo, itself, is free and open to the public and is a great opportunity for you and your company to participate by having an exclusive booth showcasing your business. Invitations to the event are sent out statewide and display ads run in the major newspapers.

Booth Package Includes

- (1) 8' x 10' booth with 8' high Teal/White backwall and 3' high white side rails
- (1) 6' Table skirted in white
- (2) Chairs
- (1) Wastebasket
- (1) 7" x 44" Company Identification Sign
- No substitutions to the booth packages are permitted without additional charges

<u>Booth Cost:</u>	<u>*Non-Member</u>	<u>HPA Member</u>
Key Booth (Corner/Front)	\$600 per booth	\$425 per booth
Regular Booth	\$550 per booth	\$375 per booth

* Fee includes a one year HPA Associate Membership subject to standard HPA Board approval.

(HPA will extend a 10% discount to multi-booth holders, excluding the first booth. Note: additional booths must be from the same company.)

Payment Information

Payment in the form of a check and signed contract must be forwarded to the Hawaii Publishers Association office on or before August 11, 2008.

If you have any additional questions or concerns, please do not hesitate to contact Amy Hammond at 234-1288, fax 234-0088 or by e-mail at publishers@hawaii.rr.com.

HAWAII PUBLISHERS ASSOCIATION and HAWAII'S PRINTERS ANNUAL PRINT MEDIA DAY & EXPO FACT SHEET

Exhibitor Move-In and Move Out:

Move in from Thursday, September 11, 2008 from 8:00 a.m. – 10:30 a.m.
Move out from Thursday, September 11, 2008 from 3:00 p.m. – 6:00 p.m.
Exhibitors must be cleared by 6:00 p.m. 9/11/2008. All freight must be picked-up by that time.

Important Times – Exhibits officially open at 11 a.m. until 3 p.m.:

All times are for Thursday, September 11, 2008.

Set up	8:00 a.m. – 10:30 a.m.
Registration	10:30 a.m.
Expo Begins	11:00 am.
Lunch Begins	12:00 p.m. (Lunch for ticket holders only)
Lunch Ends	1:30 p.m.
Expo Ends	3:00 p.m.
Breakdown	3:00 p.m. – 6:00 p.m.

Note: Hot dogs and refreshments will be provided for exhibitors and guests throughout the day.

Hotel Food and Beverage Rules and Regulations:

Due to hotel policy all food and beverage served or provided during the Expo by Exhibitors must be purchased through the hotel and served by their staff. If you are interested in providing any food and beverage samples for patrons during the event please be sure to note this on your application. Hilton will provide a quote for the proposed food, beverage and service charges.

Additional Equipment:

Please contact ICES at (808) 832-2430 or via fax at (808) 832-2431 to obtain additional equipment including tables, electrical outlets, etc.

Carpet:

Please note the exhibit booth spaces and aisles are carpeted in an existing multi-colored hotel carpet.

Safety:

Standing on chairs, tables, or other rental furniture while setting up you exhibit is prohibited. HPA and ICES are not responsible for injuries caused by improper use of the furniture.

Freight:

Materials shipped in advance should be sent directly to ICES. To make arrangements, please contact ICES.

EXHIBIT SPACE CONTRACT

HAWAII PUBLISHERS ASSOCIATION and HAWAII'S PRINTERS ANNUAL PRINT MEDIA DAY & EXPO

Thursday, September 11, 2008 at the Hilton Hawaiian Village Coral Ballroom I & II

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Booth Choice: (See Map) 1st _____, 2nd _____, 3rd _____, 4th _____

Exhibitor: _____

Name to appear on booth sign: _____

Mailing Address: _____

Telephone: _____ Fax: _____

E Mail: _____

____ No, I am not interested in serving food or beverage during the event.

____ Yes, I am interested in serving food and/or beverage during the event and would like an estimate for the following: _____

I/We, the undersigned, do hereby submit this contract for exhibit space at the Hawaii Publishers Association Print Media Day & Expo, Thursday, September 11, 2008. Our payment in full is enclosed. I/We understand the spaces are assigned on a first come, first serve basis.

Print Name: _____ Title: _____

Authorized Signature: _____ Date: _____

A check for payment in full in the amount of \$_____ for _____ booth space(s) accompanies this contract.

Please make check payable to: HAWAII PUBLISHERS ASSOCIATION
45-067 C Kaneohe Bay Drive, Kaneohe, Hawaii 96744

REMEMBER THE DEADLINE: August 11, 2008!