

***Region VI Head Start Association
Annual Training Institute***

Theme: "Embarking Upon A New Era"

August 10-13, 2008

***Lafayette Hilton and Towers Hotel
Lafayette, Louisiana***

The Lafayette Hilton and Towers - 1521 West Pinhook Road in Lafayette, Louisiana, will be the site of the 2008 Region VI Head Start Association Annual Training Institute. Louisiana will serve as host this year.

An estimated 600 participants or more are expected for this year's Institute and the exhibits will be marketed to:

< Administrators	< Curriculum Specialist
< Middle Management Supervisors	< Child Health Care Specialist
< Preschool Teachers (Aides)	< Nutritionist
< Transportation Specialists	< Clerical
< Technology Specialist	< Parents
< Facilities/Grounds Specialist	< Community Advocates

Who Should Exhibit

Attendees will be interested in: special activities for centers/programs, fund-raising opportunities for parent groups, educational software; instructional materials; computer services; classroom furniture; distance learning; internet suppliers; providers of curriculum materials; and other products or services of benefit to the early childhood education community.

Booth Fees

The Exhibit fee is \$275. The \$275 fee includes one (1) eight-foot table and two chairs, and one booth ID sign. We will have a limited number of spaces this year. All exhibit locations will be assigned by lottery selection. The first applications received with payment will be accepted. Applications, along with checks, should be submitted by May 30, 2008. Make checks payable to: ***Region VI Conference***. Mail your completed applications and payment to:

***Region VI Conference.
Attention: Clyde R. George, Sr.,
P. O. Drawer 910
Opelousas, Louisiana 70571-0910***

Hotels

The conference headquarters hotel will be the Hilton Hotel and Towers - Pinhook Road, Lafayette, LA. Hotel rates are:

Room	Single Rate	Double Rate
Two Double Beds	\$109	\$109
One King Bed	\$119	\$119

Rooms may be reserved by calling the hotel directly at 337-235-6111 or 1-800-332-2586. Please be sure to identify yourself as a Region VI Institute participant when making reservations. The special Region VI rates are available until the conference block of rooms are sold out. The Hotel Acadiana will be used as an overflow hotel. The rate at the Hotel Acadiana is \$109 (this includes a continental breakfast). Hotel Acadiana number is 1-337-233-8120.

Tentative Exhibit Hall Schedule:

- Monday, August 11, 2008 - 7:00 a.m. begin set-up of exhibits
- Monday, August 11, 2008 - Ribbon Cutting Ceremony - Exhibits open immediately after ceremony. Exhibitors are invited to join us for a reception.
- Wednesday, August 13, 2008 - Conference ends at noon. Exhibitors will close at noon.

Sponsorships

Sponsoring a conference event for attendees is a great way to get additional exposure for your company. Act early so you can sponsor the event or item of your choice. Help make 2008 Region VI Institute a special one for the attendees. Consider sponsorship of a reception; continental breakfast; refreshment breaks during the conference; give-aways and more.

Sponsors will be recognized in the official conference program. If you are interested in sponsoring opportunities, please contact Tim Wilcox at twilcox7@cox.net -Conference Coordinator, or Clyde George at 337-942-9669.

Rules and Regulations

- Exhibitors will maintain an orderly exhibit area
- Exhibitors will be responsible for security of goods on display in their exhibit area
- Exhibitors will not bring personal tables. All tables must be purchased through Region VI Institute.

Make your reservations now!

Sincerely,

Clyde R. George, Sr.,
2007 Exhibits Chairperson

Attachment

ANNUAL REGION VI HEAD START ASSOCIATION TRAINING CONFERENCE

2008 EXHIBITOR SPACE APPLICATION

Company Name: _____

Contact Person: _____

Address: _____

City: _____ State _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

EXHIBIT FEES ARE: \$275 (one eight foot table and two chairs)
(Exhibitors' are not allowed to bring personal tables. All tables must be purchased through LHSA)

MATERIALS REQUESTED

DATE OF EXHIBITS

_____ Table(s)

August 10-13, 2008

_____ Chair(s)

All special equipment and supplies are the responsibility of the Exhibitor.

Please return this form and your appropriate Exhibitor's fee by May 30, 2008 to:

***Region VI Institute
C/O Clyde R. George, Sr.,
P. O. Drawer 910
Opelousas, LA 70571-0910***

All payments are to be made to Region VI Institute.

I understand that I may begin to set up my exhibits at 7:00 a.m. on Monday, August 11, 2008, and I will break down Exhibits at 11:30 a.m. on Wednesday, August 13, 2008.

Signature of Exhibitor: _____

Title: _____

Date: _____