



2007 Florida Annual Conference Event

The United Methodist Church

Lakeland Center, Lakeland, FL

2007 JUNE 6th-9th
FLORIDA ANNUAL CONFERENCE

**Reminders:
Expo Dates**

June 5—June 8

**Set Up:
June 5, 10am—2pm**

**Break Down:
June 8, 5pm—7pm**

**Application and fees due
by May 1, 2007**

Booth assignments published on Web site by May 26th.

Exhibitors are to check in at Expo registration table in Exhibit Hall prior to setting up booth.

**Registration Begins
June 5, 2pm -7pm**

**Pre Conference Event
June 5, 2:30pm &
4:30pm**

**Registration Continues
June 6, 8am—5pm**

**Clergy and Laity
Sessions June 6, 9am**

**Conference Adjourns
June 9, Afternoon**

Event Description:

The Ministry Expo will be held in the Exhibit Hall of the Lakeland Center. The Expo is a gathering place for delegates and visitors to become better acquainted with the mission and ministries of the United Methodist connectional church. The Expo also includes representatives from organizations that provide church related technology, products and services. United Methodist Church connectional agencies related to the Florida Conference will receive priority of placement when registration applications are received by May 1st deadline. Registrations will be processed in the order they are received.

Please plan to remain in place until 5pm Friday, June 8.

Cost to Exhibitor:

UMC Connectional Agencies: \$125
Not for Profit agencies: \$250
Commercial Exhibitors: \$500

Booth Description:

Each standard booth includes one 6-ft draped table, 2 chairs, 1 trash can. If your display exceeds a 10x10 ft space, please plan to purchase a double booth.

Optional Services:

Electricity: \$40/booth
Phone line: \$110/line/day

Set-up Hours:

June 5, 10am—2pm

Break-down:

Friday, June 8: 5pm—7pm

Booth Assignments:

Exhibit Hall map of booths will be posted on the conference website by May 26.

Exhibitor Check-in:

Please check-in at the Information table for your exhibitor name badge(s) and Expo instruction packet.

Building Access and Parking:

The most convenient entrance is Entrance #2 on the NW side of the Lakeland Center. The loading Dock on the NE rear of the building is available for larger items.

Expo Application and Fees Deadline: May 1, 2007

For additional information and updates regarding hotels, housing, and Annual Conference scheduling, please check our website:

<http://www.flumc.org>;

or email your questions to:

ACQuestions@flumc.org.

Expo Deadline: Return the enclosed application with payment by May 1, 2007 to:

Ministry Expo ATTN: Receptionist P O Box 3767 Lakeland, FL 33802

Expo Hours:

Tues., June 5, 2pm-7pm

Weds. June 6: 8am—7pm

Thurs. June 7: 8am -7pm

Fri. June 8: 8am—5pm

Expo Application

Expo Guidelines: Expo participants include representatives of conference departments, connectional missions and ministries of the United Methodist Church and organizations that provide church-related technology, products and services.

Please Print Clearly

Contact Person _____

Organization _____

Address _____

City _____ State _____ Zip _____

Daytime Phone: (_____) _____ Evening Phone: (_____) _____

Email _____

(If your display exceeds a 10x10 foot space, please make arrangements to purchase a double booth.)

	Cost of each	Number of booths
UM Connectional Agencies	\$125.00	
Not for Profit Agencies	\$250.00	
Commercial Exhibitors	\$500.00	
Electricity	\$40.00	
Phone Line	\$110.00	
Total Cost	\$	

Note: Exhibit Hall is wireless compatible

Name badge information (please include additional names on separate sheet)

Method of payment:

___ CHECK Check # _____ Amount of Check \$ _____ Date Written: _____

Make Checks Payable to: *Florida Conference Treasurer*

___ CREDIT/DEBIT CARD Check One: ___ Visa ___ MasterCard ___ Discover

Amount to charge to Credit/Debit Card \$ _____ Billing Zip Code: _____

Cardholder's Name: _____

Cardholder's Signature: _____

Credit Card #: _____ Exp. Date: _____

Card ID: _____ **WHERE IS MY CARD ID?** The Card ID is a 3-digit security code that is printed on the back of your Visa, MasterCard or Discover Card. The number appears on the signature strip after the last four digits of your account number. The signature strip may contain your entire account number or just the last four digits of your account number. Either way, the Card ID will appear after the last four digits of your account number. The Card ID is used to verify that you have possession of the credit card you are attempting to use. It is used by your credit card company to help prevent fraud.

___ JOURNAL VOUCHER Journal Voucher # _____ Total Voucher Payment \$ _____

RETURN COMPLETED APPLICATION WITH PAYMENT TO: Ministry Expo, ATTN: Receptionist, P.O. Box 3767, Lakeland, FL 33802.