



MCEA 2023 Fall Conference

Vendor & Sponsorship Opportunities

Want your business or organization to be represented at the MCEA Fall Conference?
Take advantage of our vendor and/or sponsorship opportunities!

VENDOR FAIR RATES & FEES

One Day Only! October 26, 8:00AM–4:00PM
Set up begins at 7:00AM.

Traditional Vendor Booth: \$499 (8'x30" skirted table)
Second Table: \$199 (8'x30" skirted table)

Non-profit Discount: \$100 off (501(c)(3) required)
Additional breakfast or lunch Thursday: \$35 each

Each vendor booth includes one complimentary breakfast and one box lunch.
Building electricity and wired internet are not included, but may
be purchased for an additional cost.

See Vendor Registration Form (Next Page) for information on ordering and billing.

[Online Registration/Payment Available Here](https://mnmcea.wufoo.com/forms/z1hllfob0pd0gsr/)
<https://mnmcea.wufoo.com/forms/z1hllfob0pd0gsr/>

SPONSORSHIP RATES

PLATINUM – \$5,000

Business Membership
Vendor space (Prime location)
Electronic ad on MCEA website home page for 1 year
Full-page MCEA Directory ad
Acknowledgment at lunch during Fall conference
One email blast to membership
Thursday breakfast & lunch

GOLD – \$3,000

Business Membership
Vendor space (Close to prime location)
Electronic ad on MCEA website home page for 6 months
Half-page MCEA Directory ad
Thursday breakfast & lunch

SILVER – \$2,000

Business Membership
Vendor space (Standard location)
Print and social media ads as appropriate
Thursday breakfast & lunch

BRONZE – \$1,500

Business Membership
Vendor space (Standard location)
Listing in MCEA Directory
Thursday breakfast & lunch

BUSINESS MEMBER – \$500

Listing in MCEA Directory

EXTEND YOUR REACH!

In addition to meeting face-to-face with our 400 attendees during the Vendor Fair, you can extend your reach to the full conference by choosing to add on one or more of the following services:

LITERATURE DISPLAY: \$99

Send 200 copies of your catalogs, flyers and/or giveaways. We will display them for you near the registration table for conference attendees to take with them. Send materials to the MCEA Office by October 1, 2023. Any unclaimed materials at the end of the conference will be discarded.

CONFERENCE PACK SUPPLEMENTS: \$199

If you would like to put your informational brochure into the hands of each attendee, we will stuff your informational brochure into the conference packets. Contact Melanie Schmidt for more information at 507-207-3044. Please send 400 brochures to the MCEA Office by October 1, 2023.

CONFERENCE ADVERTISING:

- \$275 – Full-page color ad (8.125x10.75")
- \$149 – Half-page color ad (8.125x5.375")
- \$89 – Quarter-page color ad (4.0625x 5.375")

The conference advertising will be available online, on the app for attendees and in print. Send your production-ready ad to Matt Dickhausen mdickhausen@mnm-mcea.org by September 25, 2023. Acceptable file types: .indd, .psd, .ai, .tiff, .eps, .pdf and must be at least 300 DPI.

OTHER SPONSORSHIP OPPORTUNITIES

We have several opportunities to highlight your organization by sponsoring a break time, a speaker or a hospitality event. For more information on how you can participate in our sponsorship program, please contact Matt Dickhausen mdickhausen@mnm-mcea.org

Questions? Contact Melanie Schmidt at 507-207-3044 or mschmi3@isd77.org

Please send flyers/display literature and checks payable to MCEA to:
MCEA attn: Jean Johnson • 29330 Olinda Trail • Linstrom, MN 55045



2023 Vendor & Sponsorship Registration Form

MCEA Fall Conference - Oct. 26, 2023 at the Minneapolis Marriott, NW in Brooklyn Park.
Please see Vendor and Sponsorship Opportunities for full descriptions of what's included in each level.

Please send flyers/display literature and checks payable to MCEA to:
MCEA attn: Jean Johnson • 29330 Olinda Trail • Linstrom, MN 55045

CONTACT INFORMATION

First Name _____ Last Name _____
Company/Organization _____
Title _____ Website _____
Work Phone _____ Cell Phone _____
Email _____

BILLING ADDRESS

Street Address _____
(Address 2) _____
City _____ State _____
Zip _____ Country _____

VENDOR FAIR	One Day Conference Experience	\$499	\$ _____
	Second Table.....	\$199	\$ _____
	Additional Breakfast on Thursday _____ X \$25		\$ _____
	Additional Luncheon Thursday _____ X \$35		\$ _____

EXTEND YOUR REACH (Please see Vendor Opportunities for full descriptions)

Literature Display	\$99	\$ _____
Conference Pack Supplements.....	\$199	\$ _____
Conference Program Ad (Full Page).....	\$275	\$ _____
Conference Program Ad (Half Page).....	\$149	\$ _____
Conference Program Ad (Quarter Page).....	\$89	\$ _____

VENDOR BOOTH DISCOUNT Non-profit discount - 501(c)3 required (-\$100) \$ _____

SPONSORSHIP CHOICES (Please see Sponsorship Form for full descriptions of levels)

Platinum.....	\$5,000	\$ _____
Gold.....	\$3,000	\$ _____
Silver.....	\$2,000	\$ _____
Bronze	\$1,000	\$ _____
Business Member.....	\$500	\$ _____

ELECTRICITY & INTERNET

Will you be purchasing electricity from the Minneapolis Marriott Northwest? _____ Yes (+\$TBD) _____ No
Will you be purchasing hardwired internet from the Minneapolis Marriott Northwest? _____ Hardwired* (+\$TBD) _____ No**

* If you require electricity and/or hardwired internet, Melanie Schmidt will provide you with information to purchase directly through Minneapolis Marriott Northwest. ** Wireless is included at no charge

VENDOR SPACES ARE NOT RESERVED UNTIL COMPLETED FORM AND PAYMENT ARE RECEIVED BY MCEA. GRAND TOTAL _____

WE ARE HAPPY TO ANSWER YOUR QUESTIONS.

Vendor Fair: Melanie Schmidt • 507-207-3044 • mschmi3@isd77.org

Other Sponsorships Opportunities: Matt Dickhausen • mdickhausen@mn-mcea.org

Conference Program Ad Specs: Matt Dickhausen • mdickhausen@mn-mcea.org

MCEA Office: Jean Johnson • 651-257-0752 • jjohnson@isd2144.org