

## Exhibitor Information



**Spring Institute 2019**

**March 28-29, 2019**

**Double Tree by Hilton, Bay City, MI**

**Update: Booth space for Spring Institute 2019 is sold out!** [View available sponsorship options to connect with Spring Institute attendees.](#)

MLA 2019 Annual Conference exhibit booths are available! [Learn more](#)

[View the booth diagram.](#)

[Download the Spring Institute 2019 Exhibitor and Sponsor Opportunity Brochure \(pdf\)](#)

### Benefits to Exhibiting at Spring Institute

- Exhibit space located near presentation rooms

- Non-conflict time for conference attendees to visit your exhibit
- One-day exhibit format to minimize travel costs for you and your company
- Unique networking opportunities with youth librarians from across the state
- Complimentary listing in print and online conference program
- Contact information of our attendees provided before the event and at the conclusion of the conference to extend your reach

## Venue/Hotel

### [DoubleTree by Hilton Hotel Bay City – Riverfront](#)

1 Wenonah Park Place  
Bay City, MI 48708  
(989) 891-6000

Group Room Rates: \$119 to \$129

Please call the hotel at (989) 891-6000 and refer to Michigan Library Association Spring Institute to receive the discounted room rate. Reservations must be received **on or before March 6, 2019.**

Reservations must be cancelled by 6:00 p.m. on the day prior to arrival to avoid a cancellation fee. Complimentary self-parking is included.

## Schedule

### Thursday, March 28, 2019

Setup	6:00 - 8:15 a.m.
Exhibit Hours:	8:30 a.m. - 4:00 p.m.
Non-Conflict:	8:30 - 9:15 a.m.
	10:30 - 11:00 a.m.
	1:30 - 2:15 p.m.
	3:15 - 3:45 p.m.
Teardown:	4:00 - 6:00 p.m.

### Booth Fee

- \$260.00 if paid on or before February 1, 2019
- \$300.00 if paid after February 1, 2019

## Booth Fee Includes:

- 8 ft. skirted table with two chairs
- Wi-Fi Internet connectivity
- One standard electrical hookup (please provide your own extension cord)
- Continental breakfast and lunch on Thursday, March 28 for one exhibitor representative

## Additional Services Available for Purchase

- \$35.00 per lunch for additional exhibitor personnel

## Registration Deadlines

Early Bird Discount Deadline: **Friday, February 1, 2019**

**Registration closes March 1, 2019**

## Cancellation Information

No refunds will be issued after Friday, March 1, 2019; cancellations on or before March 1, 2019 are subject to a \$50.00 cancellation fee.

## Prize Drawing

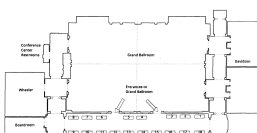
MLA will have a prize drawing on Thursday, March 28, 2019. Exhibitors are encouraged to donate a prize of any value as a way to showcase your goods or services beyond the conference. Please contact Leanne Sandoval at [lsandoval@milibraries.org](mailto:lsandoval@milibraries.org) for more information or if you have additional questions.

## Contact Information

For additional information or questions please contact Leanne Sandoval, Director of Professional Development at (517) 394-2774 ext. 223 or [lsandoval@milibraries.org](mailto:lsandoval@milibraries.org).

[Exhibit at Spring Institute 2019](#)

## Exhibit Floor Plan



## Sponsorship Opportunities

For those wishing to engage with SI attendees, but are not interested or available to exhibit, [sponsorship opportunities are available](#)

[Download the Spring Institute 2019 Exhibitor and Sponsor Opportunity Brochure \(pdf\)](#)