

Montgomery County Association of Township Officials

Strengthening and nurturing local government for local needs



TO: MCATO Spring Convention Vendors
FROM: Montgomery County Association of Township Officials (MCATO)
DATE: January 16, 2012
SUBJECT: MCATO Spring Convention

Enclosed please find a Registration Form for our upcoming
SPRING CONVENTION

Date ~ Friday, February 24, 2012
Host ~ Lower Salford Township
Franconia Heritage Convention Center
508 Harleysville Pike
Telford, PA 18969

The MCATO Executive Committee requests that you complete the enclosed form as soon as possible and remit with your check payable to **MCATO**:

MCATO
c/o Tina M. Blain
Franconia Township
671 Allentown Road
Telford, PA 18969

PLEASE NOTE: Tables are not reserved until form and check are received. Tables are \$165.00 if check and reservation form are postmarked on or before February 10, 2012. Postmarked after February 10, 2012, reservation costs will be \$190.00 per table.

If you have any questions regarding the SPRING CONVENTION, please direct them to Tina M. Blain at 215-723-1137 or email to tblain@franconia-township.org

We look forward to seeing you at the Spring Convention!

VENDOR REGISTRATION FORM



MCATO ANNUAL SPRING CONVENTION

Friday February 24, 2012

8:30 a.m. - 2:00 p.m.

The CONVENTION, LUNCHEON and EXHIBITS will be at
Franconia Heritage Convention Center

508 Harleysville Pike

Telford, PA 18969

215-721-8900

Business: _____

Contact Person: _____

Address: _____

City, State, Zip: _____

Product/Service: _____

Phone & Email: _____

VENDOR SPACE; 8' TABLE

Early registration fee** : \$165.00 (ea) \$ _____

Late Registration Fee after 2/10/12 \$190.00 (ea) \$ _____

Lunch (per person w/vendor space) \$ 30.00 (ea) \$ _____

Lunch (per person w/o vendor space) \$ 60.00 (ea) \$ _____

Total \$ _____

PLEASE LIST ATTENDEE (S) _____
(Please print or type) _____
(we will print name tag using _____
the names you provide) _____

Number of Attendees: _____

Amount Enclosed: \$ _____

Please mail the completed form and your check (payable to MCATO) covering vendor space and luncheon (if desired) to:

MCATO
c/o Franconia Township
Tina M. Blain
671 Allentown Road
Telford, Pa 18969
215-723-1137 Phone ~ 215-723-4167 Fax

****To qualify for the early fee, envelopes must be postmarked on or before 02/10/12**

Vendors can set up anytime after 9:00 a.m. The MCATO convention attendees will be viewing the exhibits at approximately 11:30 a.m. Please be advised that not all tables will have access to electricity. MCATO does not assign tables, table selections will be first come, first serve. If you do need electricity, it is advised that you arrive early. All vendors are asked to provide their own electrical extension cord.