**Synod MVP (Ministries, Vendors & Partners) Display Request**

**Southern Ohio Synod Assembly**

**Friday, June 7 and Saturday, June 8, 2019**

**Location:** HPER Center at Wittenberg University, 250 Bill Edwards Drive, Springfield, Ohio; (a map, directions, and information about housing can be found on our website at bit.ly/ELCA-SOSAssembly.)

**Set up times**: Friday, June 7 between 7 am and 9 am.

**Tear down times**: Saturday, June 8 between 12:15 & 2:15 pm or after 4:15 pm.

**Assembly times**: Friday, June 7 from 9 am until 5:30 pm & Saturday, June 8 from 9 am until 4:15 pm.

**Fees include:** 6’ table, draped & two chairs, table top signage, as well as, a lunch buffet on Friday and Saturday. This cost is for **one** person only. See fee schedule below for fee for additional people.

**Exhibitor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Table top signage (limit 5 words)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Daytime Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Describe products or services to be on display:**

**Do you need an electrical outlet? YES NO**

**Name of person in charge of your display at the site (if different than above):**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email if different than above: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**We plan to exhibit \_\_\_\_\_\_Friday and Sat. \_\_\_\_\_Friday only \_\_\_\_ Sat. only (cost is same for all)**

**Fees (Please check all that apply)**

\_\_\_\_\_ MVP package for synod task forces/committees: complimentary

\_\_\_\_\_ MVP package for synod partners/affiliates if representative is not a voting member: $100

\_\_\_\_\_ MVP package for synod partners/affiliates if representative is a voting member: $25

\_\_\_\_\_ MVP package for vendors: $130

\_\_\_\_\_ Additional people to staff table: $60 per person (please indicate number of add’l staff)

\_\_\_\_\_ Additional tables: $25 each (please indicate number of add’l tables)

\_\_\_\_\_ Yes! Please send me more information about sponsoring a break or the Friday night fellowship dinner. Sponsorship opportunities starting at $250.

Please submit this form via email to Cindy Schrader, MVP Coordinator at [cindra311@gmail.com](mailto:cindra311@gmail.com) or mail to Southern Ohio Synod, 300 S. 2nd Street, Columbus, OH 43215 by **May 1, 2019**. Questions? Cindy Schrader at [cindra311@gmail.com](mailto:cindra311@gmail.com) or Susan Barton-Nonno at [sbarton-nonno@southernohiosynod.org](mailto:sbarton-nonno@southernohiosynod.org)

**Payment is due by May 15, 2019**. If payment is not received, your display space will be canceled. Make checks payable to Southern Ohio Synod and mail to 300 S. 2nd Street, Columbus, Ohio 43215.