

SOFOR GIS 2008
6th Southern Forestry and Natural Resource
Management GIS Conference
March 24-26, 2008

**Invitation to
Exhibitors
and
Sponsors**



The SOFOR GIS 2008 conference scheduled for March 24-26, 2008 follows a very successful and well-received conference in 2006. The conference will be held at the Radisson WorldGate Resort in Orlando, FL. We are expecting 300+ professionals in forestry and related natural resources fields. These include experienced GIS professionals who are seeking to extend their knowledge and utilization of GIS, as well as those who recognize their possible uses of GIS, but who are seeking information, demonstration, and guidance in selecting software, hardware, data, and training.

SOFOR GIS offers you access to key leaders in companies, agencies, and universities. Many attendees will base their future GIS-related purchases on the contacts they make at this conference. Exhibit times and space have been set aside to maximize your opportunity to discuss and demonstrate your products and services.

Exhibit spaces are limited, so please contact us as soon as possible. An Exhibitor and Sponsor Registration Form are included in this packet. If you have any questions, please contact Ben Jackson, Conference Logistics Chair.

SOFOR GIS also offers opportunities to call special attention to your organization and/or products through special sponsorships. Individual events can be sponsored, with special recognition during that event. In addition, a limited number of conference sponsorships are available with appropriate recognition in all conference announcements and materials.

SOFOR GIS will be the most exciting event for GIS and natural resources! Don't miss this chance to participate as an exhibitor and/or sponsor. Hope to see you in Orlando, FL!

Conference Contacts

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Ben Jackson
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January 18, 2008

Dear Potential Exhibitor or Sponsor,

You are invited to exhibit at the **SOFOR GIS 2008** to be held at the Radisson WorldGate Resort in Orlando, FL, March 24-26, 2008. A registration form, list of prices, and a set of exhibitor guidelines are included for your use.

To guarantee your space for this program, please send your **application and full payment** to the address listed on the registration form no later than *Friday, February 29, 2008*. **Space will not be held without prepayment.** We will send you a confirmation of your registration.

You may set up your exhibit Monday, March 24, 2008 from 4:00pm 6:00pm. Exhibitors may pick up their name tag(s) at the Conference Registration Table between the hours of 4:00 p.m. – 7:00 p.m. Please plan to dismantle your booth between the hours of 11:00 a.m. – 1:00 p.m. on Wednesday, March 26, 2008.

We hope you will join us for this event. For more information, please feel free to call me at 706-542-2194.

Best regards,

Ben Jackson
Conference Logistics Chair
Georgia Center for Continuing Education
Room 298
The University of Georgia
Athens, GA 30602
706.542.2194

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Enclosures (3): Guidelines, Registration Form, Rate Sheet

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Guidelines for Exhibits

Statement

The Southern Forestry GIS (SOFOR GIS) conference provides exhibit space at designated locations and for posted rates, on a first-come, first-served basis. The need for exhibit space is identified and negotiated during the early planning stages of an event.

All exhibits and displays must be directly related to and in support of this educational event. We reserve the right to refuse space to those organizations, activities, or groups deemed not appropriate to the educational or informational nature of the conference.

Any activity involving an open flame or heat is prohibited.

Exhibit booth sizes and dimensions must all be uniform for any one event and must adhere to space availability and design, facilitate the effortless flow of pedestrian traffic, and abide by all Fire Codes. **All exhibits for the 2008 SOFOR GIS conference will be table-top exhibits.**

Vendors may advertise and sell products or services in the exhibit area, but only to participants attending the educational program with which the exhibits are associated. No advertising or selling is permitted to the general public.

Full refunds will be issued for all exhibitors who cancel their exhibit registrations by 4:00 p.m. five business days before the event begins. *No refunds will be issued thereafter.*

Exhibit rates, space assignments, and payment: Credit Card payments (preferred) will expedite the official registration process and reserve your space and resource needs sooner than payments by Check. If you pay by Check, we cannot accept your registration and reservation for these services until the actual Check *is received*.

Packages/Drayage: For each exhibit, the Radisson WorldGate Resort will accept up to five boxes less than 20 pounds each at no charge. Any freight or delivery needs that exceed five boxes under 20 pounds each must be communicated to the Convention Services Manager in writing and will be priced at the time the Resort receives the details. The Resort will not load, unload, package, crate or move any items without prior notice as stated and charges agreed upon by both parties. Charges are as follows:

Boxes 1 – 5 up to 20 # each	Complimentary
6 – 10 boxes up to 20# each	\$5.00 each
11 – 20 boxes	\$10.00 each
Bulk weight 100 # intervals	\$65.00 per/100 lbs.
Over 500 #	\$.80 per lbs.

Out-going packages will be the responsibility of the guest, and larger shipments must be coordinated in advance to ensure proper storage and shipping procedures. When shipping, address all boxes as below:

TO: (On Site Contacts' Name)
C/o Radisson WorldGate Resort
3011 Maingate Lane
Kissimmee, FL 34747
Hold for (Group Name and date of arrival)

*** Remember, the Radisson WorldGate Resort can only accept shipments up to three days prior to arrival and items must be shipped out upon your departure.**

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Sponsorships:

Conference Sponsor	_____	x <u>\$2500.00</u>	=	\$ _____
Event Sponsor				
Monday Evening Reception	_____	x <u>\$2000.00</u>	=	\$ _____
Tuesday Continental Breakfast	_____	x <u>\$1200.00</u>	=	\$ _____
Tuesday Luncheon	_____	x <u>\$2000.00</u>	=	\$ _____
Tuesday Evening Reception	_____	x <u>\$2000.00</u>	=	\$ _____
Wednesday Continental Breakfast	_____	x <u>\$1200.00</u>	=	\$ _____
Refreshment Breaks (each)	_____	x <u>\$600.00</u>	=	\$ _____
Tuesday	__am	__pm		
Wednesday	__am			

Donation of items for door prize drawings: Item(s): _____

Please send donated item(s) to: Attn: Ben Jackson

Total Fees Due: \$ _____

Method of Payment to reserve your exhibit space:

Check (payable to The University of Georgia)
 MasterCard Visa American Express Discover
Card # _____ Expires ___/___
Name on Card _____
Signature _____

The Georgia Center's FEI number is 58-6001998

All fees must be paid by 5:00 p.m. on Friday, February 29, 2008. Exhibit Spaces are tentatively assigned in the order in which this registration form is received. LEASE NOTE, however, **valid exhibitor registration services is not possible until your credit card number or actual check has been received.** Unless otherwise noted, the fees listed above do not include registration for the conference. *If you require housing*, please call (407) 396-1400 to make a reservation at the Radisson WorldGate Resort. To receive the discounted group rate, be sure to inform the reservation representative that you are attending the SOFOR GIS Conference, March 24-26, 2008.

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Sponsor Information

Sponsors at SOFOR GIS 2008 will benefit from enhanced visibility as well as be seen as a leader in GIS and related technologies. Several sponsor levels and sponsored activities provide your firm or organization an opportunity to stand out among the crowd. All sponsors will be acknowledged in the conference program, and event sponsors will receive special recognition during the event of sponsorship.





Opportunities

Conference sponsors will be given special recognition at the conference and in publications and electronic products from the conference. Conference Sponsors will be acknowledged separately on a sign in the reception areas. Minimum Conference sponsorship contribution is \$2500. Conference sponsors will also receive:

-  One complete exhibit, plus one conference registration
-  A ½-page ad in a special insert in the Conference Registration Packet

Event Sponsors will be acknowledged with your firm's name and/or logo on a sign in the exhibit area, as well as in introductory remarks and a sponsors' list in the conference program.

Conference Supporters will be acknowledged with your firm's name and/or logo in the appropriate manner, as well as in introductory remarks and a sponsors' list in the conference program. Items available for sponsorship include:

-  Publishing the conference proceeding\$2000
-  Publishing a conference CD-ROM and Web Sites\$1500
-  General Support (any amount)
-  Donation of items for drawings and door prizes (any amount)