



**Pennsylvania – Delaware Affordable Housing Management Association**

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Dear PennDel AHMA Associate Member:

PennDel AHMA will be sponsoring the fifth **Fall Management Conference and Expo on Wednesday, October 28, 2009 and Thursday, October 29, 2009 at the Dover Downs Hotel and Casino in Dover DE.** Last year's conference was a huge success and as we continue to grow, this year we anticipate over 250 attendees, including owners, management agents, site personnel and service personnel in Pennsylvania and Delaware Affordable Housing Properties.

The Conference will be held October 28<sup>th</sup> from 8:30 a.m. until 5:00 p.m. with the Expo immediately following at 5:00 p.m. and concluding at 7:30 p.m. Exhibitor set-up is scheduled to begin at 1:00 pm on October 28<sup>th</sup>. The Expo reception includes a buffet dinner served on the exhibit floor. The evening will conclude with a networking event including entertainment and refreshments. Day two of the Conference will begin at 7:30 a.m. and concludes by 12:30 p.m. There are no exhibits on day two, however you are welcome to network at the buffet breakfast and attend the conference sessions.

The Associate Member Early Bird discounted cost of exhibiting is **\$600 if paid in full by September 1, 2009.** This is a \$100 savings over last year. **After September 1<sup>st</sup>, the cost of exhibiting is \$700.**

- A 6' x 30" skirted table for table top displays; 2 company representatives including buffet dinner; a cash bar with 2 complimentary drink tickets per representative.
- Networking event following the Expo.
- A Buffet Breakfast the following morning for additional networking opportunities.

Enclosed is an exhibitor packet that includes a sponsorship opportunities page. Don't miss out on the benefits of sponsorship. An exhibitor registration form is on the opposite side of this letter. Last year's Expo was sold out; therefore we suggest you return the form as soon as possible. Space is limited! **Exhibit space is assigned on a first-paid, first-served basis with special consideration given to our sponsors.** Confirmation of your reservation will be sent approximately three weeks prior to the event via e-mail to the e-mail address provided as the main company contact. Directions to Dover Downs Hotel & Casino will also be attached to the confirmation e-mail. Your exhibit table location will be provided at that time.

Completed forms should be mailed, along with your payment, to the address indicated on the registration form. Please direct any questions or concerns to the PennDel AHMA administrative office at 856-786-2183.

Don't forget to book your hotel room early! Call 866-4-RESERV and refer to the PennDel AHMA Conference to receive the group rate of \$155 per night, single/double occupancy.

Thanks again for your support and we look forward to seeing you in Dover, DE on October 28<sup>th</sup>!

Yours Truly,

PennDel AHMA Fall Conference Committee

(see reverse side)



# 2009 FALL MANAGEMENT CONFERENCE

## Associate Member Exhibitor Reservation Form

**Company Information** (\*required fields)

\*Company Name: \_\_\_\_\_

\*Company Contact: \_\_\_\_\_

\*Company Address: \_\_\_\_\_

\*City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

\*Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Web Address: \_\_\_\_\_ \*E-mail: \_\_\_\_\_

\*Type of Service/Product: \_\_\_\_\_

**Electricity:** We do \_\_\_\_\_ do not \_\_\_\_\_ require electricity

**NOTE:** There will be a \$20 service charge for Electric Service. The service charge is paid directly to Dover Downs. The form will be forwarded to you if you require electricity.

**Door Prize:** \_\_\_\_\_ Yes, we will donate a door prize.

**Company representatives:** Please complete the following information for company attendees.

Two registrants are included with your exhibit registration fee.

1) Name: \_\_\_\_\_ Email: \_\_\_\_\_

2) Name: \_\_\_\_\_ Email: \_\_\_\_\_

**Additional Staff @ \$75 per person: (maximum additional staff = 2)**

3) Name: \_\_\_\_\_ Email: \_\_\_\_\_

4) Name: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_ **Early Bird Exhibitor fee @ \$600.00 per table (Associate Member Price)**

**Must be paid by September 1, 2009**

\_\_\_\_\_ **Exhibitor Fee @ \$700.00 per table after September 1, 2009**

\_\_\_\_\_ **Total Payment Enclosed (All fees must be paid in full to complete reservation.)**

\_\_\_ I would like to pay by check

**Please make check payable to: Penn-Del AHMA**

**Mail to: PO Box 44, Riverton, NJ 08077**

\_\_\_ I would like to pay by Visa/MasterCard or Discover

**Name on Card** \_\_\_\_\_

**Credit Card #** \_\_\_\_\_

**Expiration Date** \_\_\_\_\_ **Amount to Charge \$** \_\_\_\_\_

**Signature** \_\_\_\_\_