

Digital Commonwealth



5th Annual Digital Commonwealth Conference and Vendor Fair

Tuesday, April 26, 2011

Crowne Plaza Boston North Shore, 50 Ferncroft Road, Danvers, MA 01923

Exhibitor & Sponsorship Information

Dear Colleague:

We invite you to join us at the 5th Annual Digital Commonwealth Conference in Danvers on April 26, 2011. Our last conference was very successful attracting some 200 interested librarians and managers of cultural heritage institutions during the height of the economic crisis. Our April conference will again be an all-day affair with a luncheon, speakers and vendor exhibits.

This year we have partnered with the Massachusetts Library Association, holding our conference the day before their conference opens. Our nationally recognized speakers, breakout sessions, and exhibits will attract a large crowd.

We draw from all types of Massachusetts and many other New England cultural institutions. Exhibitors and sponsors will be provided with a table (8' x 2.5') in the exhibit area. Electricity and wireless Internet are included. Your company logo and name will appear in the conference program. Meal sponsors will also be recognized in our conference publicity.

Exhibitors asked for the opportunity to host a spotlight session during the breakout sessions. We are offering such an opportunity in April. We will place a brief description of your session (100 words or less) in the program.

Libraries and cultural institutions with an interest in our project include: academic, public, and K-12 libraries as well as historical societies, museums, and library consortia.

If you are interested in a more prominent sponsorship, please let us know. Register now, exhibit space is limited. The deadline for inclusion in the Conference Program is March 28, 2011.

Please contact us if you have any questions.

Sincerely,



Elizabeth Hacala, Fiscal Agent

Digital Commonwealth c/o MLA | PO Box 535 | Bedford, MA 01730
781-275-5529 | digitalcomm@masslib.org | www.digitalcommonwealth.org

5th Annual Digital Commonwealth Conference and Vendor Fair

Tuesday, April 26, 2011

Crowne Plaza Boston North Shore, 50 Ferncroft Road, Danvers, MA 01923

Sponsor/Exhibit Registration Form

Space is limited – Register Early

Organization information as it should appear in the program.

Organization: _____

Address: _____

City/State/Zip: _____

Contact Name: _____

Phone: _____

Email: _____

Additional Attendee(s): _____

Please email a logo to fit in a 1"x3" space to digitalcomm@masslib.org for the program.

| | Requested Items: | Before March 11, 2011 | After March 11, 2011 | Amount Due |
|--|-------------------------|----------------------------------|---------------------------------|-------------------|
| | Exhibitor Packet | \$375 | \$425 | |
| | Additional tables | \$200 per table | \$200 per table | |
| | Additional lunches | \$20 per attendee | \$20 per attendee | |

Make check payable to Digital Commonwealth and mail with this form to:

MLA – DigiComm Conference
PO Box 535
Bedford, MA 01730

Sponsor/Exhibit/Spotlight Session registration fees are non-refundable.

2011 Exhibitor Package

- Exhibitors will be provided with one table (8' x 2.5') in the exhibit area.
- Electricity and wireless Internet are included.
- Your company logo and name will appear in the conference program. Please email a full color copy of your logo that will fit in a 1 inch tall by 3 inches wide area. Acceptable formats: tif, jpg, and png. We cannot guarantee inclusion in the program if received after March 21, 2011.
- Lunch for one is included. If additional lunches are required, there is a small cost--recovery fee.
- Additional tables are available for a fee.
- Set up begins at 7:30am
- If you would like to ship exhibit materials, please arrange for it to arrive no sooner than two days prior to the event. Shipping information will be provided

