



Colorado Institute of Music, Inc.

Beaver Creek at Vail

373 Clermont St. ? Denver, CO 80220-5641 ? 303.399-5764 ? gailseav@coloradosuzuki.org ? www.coloradosuzuki.org

2007 Exhibit Information

Exhibit Size: Booth: 10' wide X 8' deep draped on sides and back.

Includes 2 6 foot tables and 2 chairs

OR

Table: Approximately 6 feet wide plus 2 chairs

Cost:	Session 1, June 10 - 16	Session 2, June 17 - 23	Both sess, June 10 - 23
	\$550/booth	\$550/booth	\$1,000/booth
	\$225/table	\$225/table	\$400/table

Session 1 June 10 - 16, 2007

Set up time: Sunday, June 10: 2:00 PM to 10:00 PM

Exhibit hours: Monday, June 11: 8:30 AM to 4:00 PM

Tuesday, June 12, Wednesday, June 13, and Friday, June 15

8:45 AM to 1:00 PM *and* 4:00 to 6:15 PM

Thursday, June 14 – POSSIBLE move out for World Forum use of lobbies in the evening with determination to be made by May 1. If there is a move out needed, here is the timeline: 8:45 AM to ? your choice as long as exhibit is fully dismantled by 2 PM for the security checks for the World Forum event. Reassembly can begin at 7 PM. Vilar staff will assist you in dismantle and moving items to stage area for 5 hr. storage. **If there is a moveout for World Forum on Thursday, June 14, 20% of your exhibit fees for this session will be refunded on moveout day to help compensate you for lost sales time.**

Saturday, June 16:

8:45 AM to 1:00 PM

Tear down: Saturday, June 17: 1:00 PM to 5:00 PM

Session 2 June 17 - 23, 2007

Set up time: Sunday, June 17: 2:00 to 10:00 PM

Exhibit hours: Monday, June 18: 8:30 AM to 4:00 PM

Tuesday, June 19 through Friday, June 22:

8:45 AM to 1:00 PM *and* 4:00 to 6:15 PM

Saturday, June 24: 8:45 AM to 1:00 PM

Tear down: Saturday, June 24: 1:00 PM – 5 PM

Both sessions June 10 - 23, 2007

Set up time: **Sunday, June 10:** 2:00 PM to 10:00 PM

Exhibit hours: **Monday, June 11:** 8:30 AM to 4:00 PM

Tuesday, June 12, Wednesday, June 13, and Friday, June 16

8:45 AM to 1:00 PM *and* 4:00 to 6:15 PM

Thursday, June 14 – POSSIBLE move out for World Forum use of lobbies in the evening with determination to be made by May 1. If there is a move out needed, the timeline will be: 8:45 AM to ? your choice as long as exhibit is fully dismantled by 2 PM for the security checks for the World Forum event. Reassembly can begin at 7 PM. Vilar staff will assist you in dismantle and moving items to stage area for 5 hr. storage. **If there is a moveout for World Forum on Thursday, June 14, 20% of your exhibit fees for this session will be refunded on moveout day to help compensate you for lost sales time.**

Saturday, June 17

8:45 AM to 1:00 PM *and* 4:00 to 7:00 PM

Sunday, June 17: EXHIBITS CLOSED, HAVE FUN!

Monday, June 18: 9:00 AM to 4:00 PM

Tuesday, June 19 - Friday, June 22: 8:45 AM to 1:00 PM *and* 4:00 to 6:15 PM

Saturday, June 23: 8:45 AM to 1:00 PM

Tear down: **Saturday, June 23:** 1:00 PM – 5 PM

Scholarship/Silent Auction: The Colorado Institute of Music is proud to be able to offer scholarships to students who exhibit financial need and commitment to excel. These scholarships are funded in part by a silent auction held in the exhibit space during the 1st five days of each session. By contracting to be in exhibitor at the CSI, you are also agreeing to be a part of this silent auction by donating one item for each session that you exhibit. A description of your auction item will be listed in the registration packet that each student, teacher, and faculty member receives. A description of your auction donation and a minimum bid amount as well as its retail value will be posted in the exhibit area. Please bring the auction item with you.

Advertisement in Registration Booklet: Each year the Colorado Suzuki Institute publishes a booklet for its participants who includes advertisements of the exhibitors and a listing of the items on the silent auction. In order to have your information included in the 2007 booklet, **by March 1** please send us your camera-ready ad measuring 3.5" wide by 4.7" high via email and include a detailed description of your silent auction item on your contract.

Shipping Information: Exhibitors will receive a show kit with information about shipping and 24-hour/day site monitoring upon receipt of space contract.

Lodging: Upon receipt of your exhibitor contract, a confirmation number will be mailed to you. After you have received the confirmation number, please contact Snowmass for lodging reservations by calling the properties directly. For a description of the options, visit our web site at www.coloradosuzuki.org

Space is limited! Please return your reservation for exhibit space promptly. Payment in US funds must accompany your application. Send contract (enclosed in this exhibit information kit) and check payable to: *Colorado Institute of Music*

Questions? Phone: 303.399.5764 FAX: 303.399.2999 email: gailseay@coloradosuzuki.org