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TO: All Exhibitors

FROM: James Perry, Association Executive

SUBJECT: MBNA 2009 Industry Show

Welcome to the Monument Builders of North America 2009 Annual Convention & Industry Show, featured at the Indiana Convention Center in Indianapolis, Indiana. We look forward to assisting you with the planning of your exhibit. This manual contains important details relative to your participation in January. Please take time to review this information and feel free to contact us if you have any questions.

This manual is designed to provide you with all of the information necessary for a successful and profitable exhibition. In this manual you will find forms for services offered by the official show contractors. If you are utilizing outside contractors (contractors not specifically mentioned in this manual), please notify them of the insurance requirements for access to the show floor, and inform MBNA Show Management of the company name. The outside contractor will also be responsible for providing us with proof of insurance. We have found it is most efficient if this exhibitor services manual is given to the person directly responsible for your participation at the show. Exhibitors using a display house should forward pertinent information from this manual to them.

On behalf of MBNA, we are pleased that you will be joining us in January. If there is anything that we can do to assist you, please contact us and we will be happy to help you.