



**AAPG Eastern Section Meeting  
Kalamazoo, Michigan  
September 25 – 29, 2010**



**WELCOME EXHIBITOR**

**We are pleased and delighted to serve as your host for the  
2010 AAPG Eastern Section Conference**

We wanted to take a few minutes to make sure that you have everything you need to ensure a successful tradeshow. If there are any additional basic equipment needs you have, please contact the Banquet Manager's Office at 269.226.3163 (Manager for APPG event: Brandie Bisig at 269.226.3179) or stop by the front desk.

If you need any Audio Visual or Electrical assistance, please contact our Event Technology Manager, Ken Hagen at 269.720.0665.

If you have shipped boxes of materials to the hotel and they are not at your booth, please contact your Banquet Manager. If you need to have any materials shipped out at the conclusion of the show, please let the Banquet Manager, Brandie Bisig at 269.226.3179, know so that she can coordinate with our Shipping and Receiving office.

Please do not hesitate to contact us if there is anything else that you need during your show. We are happy to assist with anything you may need. Thank you and have a great show!

Best regards,  
Tim Rayman  
Director of Catering & Convention Services

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49007 | Direct: 269.226.3135 | Cell: 269.760.2315 | Fax: 269.226-3158