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23RD BIENNIAL ASPE BOSTON CHAPTER PRODUCT SHOW THE LANTANA, 43 SCANLON DR., RANDOLPH, MA, 02368 DATE: NOVEMBER 14, 2017 3-8PM

This letter is being sent as an invitation to you and your company to join us at our Biennial Product Show to be held on November 14, 2017. Attached is an application for booth registration. Please fill out the application as soon as possible to secure your booth and provide your continued support of the Boston Chapter of ASPE. Simply mail your registration form & payment back to the following address:

ASPE, PO BOX 111, East Walpole, MA 02032

(Full payment received by July 1, 2017 will receive a \$200 discount per booth. Otherwise full/final payment is due Sept 1, 2017)

Please make certain to include the following information on your booth registration form:

- The Company or Product name as you would like it to appear exactly on the sign over your Booth(s)
 <u>Item 1 on the Application Form</u>
- 2. The name of your **company**, address, telephone, email and a contact person. Item 2
- 3. The **number** of Booths needed. Booths are 10'wide x 6'deep. (*) <u>Item 3</u>
- 4. The names of your Representatives (**) that will at the Booth (for badges). Item 4
- 5. Your ASPE membership number and the number of **years** that your company has participated in past shows. <u>Item 5</u>
- 6. Please include check(s) payable to "ASPE Boston Chapter". Item 6
- 7. This year (as in the past) we will be raffling off **donated** prizes. Proceeds will be sent the ASPE Research Foundation to support research and development of methods and products for the Plumbing Industry. Your donation will be much appreciated and recognized in the Chapter Newsletter.
- 8. PDF or electronic images of your Line Card for inclusion in the Product Show Program Book, 2 pages maximum per application (all PDF/electronic images must be submitted by September 1st, 2017 in order to be included in the document). The line card can be submitted via email to ASPEBostonChapter@gmail.org. Any questions please call Ethan Grossman at (781)-854-8617 or Kevin Lally @ (603) 490-0592. Please note the following:
 - (*) The Booth(s) will be provided with (1) 8 ft. table each. All Booths will have a (120v only) receptacle. For additional tables, or freight please contact Douglas Dame Associates at (617) 783-4777.
 - (**) Each booth is allowed (3) representatives. Additional representatives will be required to pay \$40 dollars to cover food & drink.

<u>Product Show Booklet:</u> This is the 23rd Biennial Show, as with past Product shows we are producing a Show Booklet. This will have the line cards of each of the Exhibitors. This booklet is given out to every attendee to the show and is a useful reference for Plumbing Engineers, Architects, Facility Managers and Contractors. So please submit your line Card no later than September 1st, 2017.

<u>INFORMATION:</u> Please continue to visit the Boston Chapter web site (<u>www.aspebostonchapter.org</u>), review the monthly newsletters and email broadcasts from now till show day for all the exciting changes we are working on this year.

Cordially,

Ethan Grossman PE, CPD, & Kevin Lally, Co-Chairmen