

# MLA '17 Sunrise Seminar Application



**DEADLINE: February 1, 2017 (for inclusion in Official Program)**

MLA is offering a limited number of Sunrise Seminar opportunities for exhibitors to conduct professional education presentations to MLA attendees.

Sunrise Seminars:

- Include a room with **theater-style seating** and are 115 minutes in length
- Promoted in the MLA Official Program
- Include a 22" x 28" sign outside meeting room door (upon request)
- Sunday and Monday: \$1,090 per seminar; Tuesday: \$980 per seminar
- Exhibitors are encouraged to promote your Sunrise Seminar to MLA attendees using the conference mailing list (<http://www.mlanet.org/p/cm/ld/fid=358>)

To reserve your spot, complete the information below with payment by **February 1, 2017** to be included in the MLA Official Program. Slots are filled on a first-come, first-served basis. After February 1, additional requests can be submitted based on space availability. Confirmations will be emailed to the contact person as assignments are made.

**Seminar Information: *\*(all fields required)***

Sunrise Seminar Title\* (*limit to 8 words, this will be used on all promotion*): \_\_\_\_\_

Exhibiting Company Name\*: \_\_\_\_\_ Booth#: \_\_\_\_\_

Contact Name\*: \_\_\_\_\_

Contact Phone\*: \_\_\_\_\_

Contact Email\*: \_\_\_\_\_

We will need a 22"x28" door sign onsite listing the title of the Sunrise Seminar

**Pricing:**

Sunday and Monday: \$1,090 per seminar

Tuesday: \$980 per seminar

**Schedule Options:**

Indicate first and second choice. 1<sup>st</sup> choice: \_\_\_\_\_ 2<sup>nd</sup> choice: \_\_\_\_\_

Sunday, May 28, 2017

7:00 – 8:55 AM

Monday, May 29, 2017

7:00 – 8:55 AM

Tuesday, May 30, 2017

7:00 – 8:55 AM

**Description:**

Limit to 50 words. MLA reserves the right to edit for style and length. Applications received by February 1, 2017 will have description included in the MLA Official Program. Applications received after February 1 will be in the Official Addendum.

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**Food & Beverage Requirements:**

Menu and ordering information will be sent with your confirmation based on your selection below. It is the responsibility of the exhibitor to order and pay for catering on your own.

**Payment Information:**

Sunday and Monday: \$1,090 per seminar

Tuesday: \$980 per seminar

Payment type: Form will not be processed until payment is received.

Check (payable to Medical Library Association)

Note: Send checks to Medical Library Association, Department 4627, Carol Stream, IL 60132-4627. Indicate on the check "Sunrise Seminar".

Credit card payment - link to Credit Card Authorization form:

<http://iebms.heiexpo.com/mla/MLA17MeetingCCAuth.pdf>

**Cancellation Policy:**

Cancel in writing to Tina Vickery ([tvickery@heiexpo.com](mailto:tvickery@heiexpo.com)) by March 24, 2017 to receive a full refund less a \$50 processing fee. No refunds will be given after March 24, 2017.

**Submit form to Tina Vickery, Meeting Manager, fax: 630-434-1216, email: [tvickery@heiexpo.com](mailto:tvickery@heiexpo.com).**

**Questions?** Please email Tina Vickery, Meeting Manager, at [tvickery@heiexpo.com](mailto:tvickery@heiexpo.com) or call 800-752-6312 with any questions.