

# ***WISCONSIN ATHLETIC DIRECTORS ASSOCIATION***

TO: All Past and Future Wisconsin Athletic Director Association Workshop Exhibitors

RE: 2005 Workshop

DATE: April 20, 2005

Please allow me to introduce myself. My name is Brad Nemec and I am the Athletic Director at Somerset High School in Somerset. I will be handling all exhibitor contracts and arrangements for the 39th Annual WADA Workshop. Following are some points of information you need to be aware of:

- 1) Workshop dates are Sunday, November 6 through Tuesday, November 8 at the ***Radisson Paper Valley Inn in Appleton.***
- 2) Exhibitor Fees will be \$300.00 per booth if paid by August 1<sup>st</sup>. Postmarks after the 1<sup>st</sup> will be \$350.00 with no exceptions. Postmarks after September 1<sup>st</sup> will be \$400.00
- 3) Exhibitor Room & Hospitality Room reservations will need to be made **directly with the Radisson Paper Valley Inn (see enclosed reservation form)**
- 4) All exhibitor contracts and Radisson Paper Valley Inn room reservation forms are being sent to you now to help in your planning. We do fill up so don't wait!
- 5) **There will be a \$15.00 dollar charge for electrical outlets this year. You need to request an outlet if you want electricity. Please make payment with your contract. The cost to add electricity at the workshop will be \$35.00**
- 6) **Please read the enclosed sheets for more specific details.**

Thank you once again for your support of our association. We are looking forward to another outstanding workshop and appreciate the contribution your company continues to make towards that success. Please contact me if you have any questions.

Sincerely,

*Brad Nemec*

Brad Nemec

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