

# Ohio School Bus Mechanics Association



*"Promoting Safe and Efficient Pupil Transportation"*

July 2, 2009

To: Prospective Exhibitors for the 21<sup>st</sup> Annual  
Ohio School Bus Mechanics Association Workshop

From: Susie Washburn, Executive Secretary

You are invited to exhibit your products at the 21<sup>st</sup> Ohio School Bus Mechanics Association Workshop. This workshop will be held September 29 & 30, 2009 at the Crowne Plaza Columbus North Hotel. The Vendor Exhibit Show will be held on the afternoon of the first day of the workshop, September 29th.

## **EXHIBITS**

There will be over 200 school bus mechanics from across the state of Ohio in attendance. Many vendors tell us that they love our vendor show more than any other show because they get to talk with the people actually using their products - the school bus mechanics. The mechanics will peruse the Vendor Exhibit Show, and will be encouraged to visit a number of vendors by obtaining initials or stamp by the vendors, making them eligible for door prizes. The exhibits will be held from 2:00pm - 5:00pm on Tuesday afternoon, September 29, 2009.

## **"SHOWCASE DISPLAY"**

A limited number of display spaces are available for a lengthened, more visible display of your products. This "Showcase Display", will be offered for \$600 per table, and will be set up prior to the lunch buffet in the large foyer area. The mechanics will pass by and be able to peruse your products before, during and after lunch.

## **LUNCH**

All participating vendors are welcome to purchase lunch tickets to join the school bus mechanics on the first day only (September 29th). Lunch tickets are available at a cost of \$20.00 each. If you are interested, please indicate the number of tickets you will need on the Vendor Exhibit Show registration form. Lunch will be served in Ballroom III & IV from 12:30pm - 2pm. The tickets must be purchased prior to September 18, as we must give an accurate meal count to the hotel staff by that date.

## **EXHIBIT DISPLAY SPACES**

The Vendor Exhibit Show will be held in the "Pavilion". Vendors with similar goods will not be placed side by side, but rather be spread out, allowing more freedom to discuss and exhibit your product(s). Inside display spaces consist of skirted tables, each 8' long and 32" wide. If you need additional space, please purchase additional display spaces. Outside displays (i.e. school bus) are also available. The cost of a display space is \$400. Outside exhibits are likewise \$400 per bus.

### **REGISTERING / SETTING UP**

**Before setting up your display, please register in the Pavilion between 10am - 11am.** Your name badges and display table location will be available at that time. You will be able to set up in the Pavilion after 10:00am. There is an entrance to the Pavilion from the back parking lot, which will allow you to bring your display equipment/items in inconspicuously, instead of coming through the hotel lobby. Please remember to keep noise down to a minimum since there will be classes in session as you set-up.

### **PAYMENT**

*Return the Vendor Exhibit Show registration form by September 18, 2009* Checks should be made payable to the Ohio School Bus Mechanics Association and mailed to OSBMA, PO Box 30844, Gahanna, Ohio 43230. Credit card payments are not accepted at this time. Confirmation will be mailed back to you, along with directions and a map of the Columbus area.

### **SPONSORING BREAKS / CONTRIBUTIONS**

Your company will be specially recognized by **sponsoring a break** during the workshop. This is especially helpful to us in keeping the costs down, and also provides another way for your company to be noticed! Mark your registration form accordingly.

Many vendors **contribute items to be given as door prizes.** Donating door prizes is a great way for your company to be more visible. The school bus mechanics love this time at the end of the workshop to wind down before the long trip home. The mechanics really do pay attention to which companies donate items. Some ideas for donations include tools, OSU chairs, T-shirts, sweatshirts, hats, flashlights, tote bags, stuffed animals, DVD's, gift cards, golf balls, etc. Please indicate the items you would like to contribute and the quantity on the Vendor Exhibit Show registration form. Items may be dropped off when you register. When the drawing is made for the item(s) that you have donated, your company will be credited with the donation.

Would you be interested in **helping the Ohio School Bus Mechanics Association** and also **promoting your products or services** at the same time? We are looking for vendors to donate items and/or sponsorships for materials need for the workshop. You will be recognized in the OSBMA Annual Workshop Program and in the Mechanics Messenger, our quarterly newsletter sent out to all current members and school districts in Ohio, and also viewable on the OSBMA website ([www.osbma.org](http://www.osbma.org))

- 250 pens and/or 250 break-away lanyards
- 250 folders/portfolios w/ paper for taking notes in break-outs
- 250 bags for vendor show handouts/goodies
- 250 (other) Any item you would like to contribute would be greatly appreciated.
- \$200 towards the mid-afternoon break (cookies/pop) during the vendor show (This would really help us out as hotel snack charges are outrageous!) Your company could furnish a tablecloth, plates and/or napkins with your company logo if desired.
- \$200 towards the OSBMA Annual Workshop Programs.

Please contact Susie Washburn 614-478-9300 by August 30th if you are interested in contributing any of the above workshop materials/sponsorships.

### **ASSOCIATE MEMBERSHIP**

We encourage all of our vendors to become associate members of the Ohio School Bus Mechanics Association. The cost is \$10.00 per individual and is effective from July 1 through June 30. If you are interested, and haven't yet joined, mark the appropriate space on the Vendor Exhibit Show registration form. *\*Associate membership is open to Ohio school officials, retired mechanics, and vendors interested in promoting safe pupil transportation in Ohio. It is an individual membership not a company membership and may not be transferred.*

**NEWSLETTER ADVERTISING**

The Ohio School Bus Mechanics Association invites you to support safe and efficient pupil transportation in Ohio through advertising in our newsletter. This quarterly newsletter is sent to all school districts in Ohio, current active and associate members, and is also posted on the Ohio School Bus Mechanics website. A business card size ad (2" x 3 1/2") is available for a nominal fee of \$200 for (4) issues. If you would like to take advantage of this opportunity, simply mark your registration form accordingly and send in your business card (or camera-ready artwork).

**BUSINESS CARD**

Please remember to enclose business cards of the people who will be at the Vendor Exhibit Show. The business cards will be scanned to be included in a handout to all registering school bus mechanics.

Should you have questions regarding the Vendor Exhibit Show, please contact Jim Nagle - Exhibit Chairman at 419-436-4104. We are looking forward to an outstanding workshop, and thank you for being a part of it.