

6TH NATIONAL CONFERENCE OF
AFRICAN AMERICAN LIBRARIANS

CULTURE KEEPERS VI: *Preserving the Past, Sustaining the Future*

Fort Worth Convention Center
1201 Houston Street, Fort Worth, Texas
August 2-5, 2007

PLANNING
COMMITTEE

Richard Bradberry
301.860.3849
rbradberry@bowiestate.edu
Co-Chair

Carolyn F. Norman
619.337.5260
cnorman_sandiego@yahoo.com
Co-Chair

JoAnne Mondowney
Treasurer

John Page
Awards & Honors

Karen Lemmons
Evaluation

Karolyn S. Thompson
Rudolph Clay, Jr.
Exhibits

Kelvin Watson
Carla Hayden
Fund Raising

Sylverna Ford
*Career Development
& Job Placement*

Gleniece Robinson
Donna Kruse
Local Arrangements

Jerome Offord, Jr.
Juliet Machie
Program

Dionne Mack-Harvin
Taneya D. Gethers
Public Relations

Rosa Burnett
Registration

LeRoy LaFleur
Conference Proceedings

Dear Exhibitor,

The 6th National Conference of African American Librarians will be held August 2-5 2007, at the Fort Worth Convention Center in Fort Worth, Texas. We would like to invite you to participate.

Our association continues to work to make its conferences more relevant and enjoyable for the hundreds of librarians who attend and also for our valued exhibitors. We hope you will appreciate the changes that have been made in response to your comments. These include:

- "No conflict time" during the grand opening of the exhibits
- Promoting more traffic, hook signings, and other events in the exhibit hall
- Providing breaks for exhibitors.

We will have the exhibit hall grand opening on Thursday (August 2nd), 4:00 p.m. - 7:00 p.m. Other exhibit hall hours are Friday (August 3rd), 9:00 a.m. - 5:00 p.m., and Saturday (August 4th), 9:00 a.m. – 3:00 p.m. Exhibit rates vary depending on the type of space reserved.

- \$600 for regular 10 x 10 booths
- \$700 for premium booths (corners, aisles, and center spaces)
- \$450 for Library schools

A detailed exhibitor's kit will be sent separately by Lone Star Decorating, L.P., the official conference exhibits decorator. We invite you to reserve your space for the 6th National Conference of African American Librarians NOW!

If you have any questions, please contact one of us at the number or address below. **We look forward to seeing you in Fort Worth, August 2-5, 2007.**

Sincerely,

Karolyn S. Thompson
Co-Chair, BCALA, Inc. Exhibits Committee
Phone: 601-266-5111 Fax: 601-266-4410
Email: Karolyn.thompson@usm.edu

Rudolph Clay
Co-Chair, BCALA, Inc. Exhibits Committee
Phone: 314-935-5059 Fax 314-935-4919
Email: rudolphc@library.wustl.edu

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We hereby make application for exhibit spaces as indicated below, for use at the 6th National Conference of African American Librarians. The cost of the 10' X 10' exhibit booths are: \$600-regular, \$700-premium (corners, aisles, and center spaces), and \$450-library schools. We agree to abide by the rules and regulations. A \$100.00 deposit is enclosed which will be returned if this application is not accepted. Deposits are due by February 28, 2007. The Final balance is due March 31, 2007. We are aware that we will receive a refund less \$100.00 (deposit), only if we cancel in writing on or before April 30, 2007. We are aware that booth space will be assigned in the order of receipt of contract with deposit.

Submitted by: (please type)

No. of Booths Desired: _____
Type: Regular Premium Library School

Name of Firm _____

Address _____

City _____ State _____ Zip _____

Telephone # _____ Fax # _____ E-mail _____

Authorized Signature _____

PROGRAM LISTING: Give information below as you would like it to appear in the Conference Program.
Deadline is April 30, 2007

Company Name _____

Address _____

City _____ State _____ Zip _____

Description of Exhibit (15 words)	Names of Booth Personnel
_____	_____
_____	_____
_____	_____

Letter of alphabet under which
Your company name should appear

Space confirmation should be sent to:

Name & Title _____

Company Name _____

Address _____

STREET

CITY

STATE

ZIP

OFFICE USE ONLY	Booth Number _____	Total Price _____	Deposit _____
	Check Date & Number _____	Balance Due _____	

Make Checks Payable to Black Caucus of ALA, Inc. Send to: Ms. Karolyn Thompson, Cook Library, University of Southern Mississippi, 118 College Drive #5053, Hattiesburg, MS 39406.

FOR MORE INFORMATION Contact: Karolyn S. Thompson, 601-266-5111 Fax: 601-266-4410 Email:
Karolyn.thompson@usm.edu or Rudolph Clay, Olin Library, Washington University, 314-935-5059,
Fax: 314-935-4919, Email: rudolphc@library.wustl.edu

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RULES, REGULATIONS AND REQUIREMENTS FOR EXHIBITORS

Space assignments and Booth Furnishing

Booth space will be assigned in the order that paid reservations are received. The exhibit space fee includes 8' high back drapes, and 3' high side drapes, a 6' draped table, 2 side chairs, and a wastepaper basket. One standard 7" x 44" imprinted sign is also included. Exhibitors may order carpet, additional furniture, utilities, or other services at their own expense, using the order forms provided in the Exhibitor's Service Kit, which will be sent separately by the Official Conference Decorator. Hours and dates for installing, showing and dismantling exhibits shall be those specified by BCALA, Inc. in the enclosed cover letter.

Exhibit Rules

Any other exhibitors shall not infringe upon the rights and privileges of an exhibitor. BCALA, Inc. reserves the right to restrict exhibits that may be objectionable or to order the removal of any portion of the exhibit which in the judgment of the Exhibits Committee is detrimental to or detracts from the general order of the exhibits. This applies to persons advertising or soliciting, or anything of a similar nature. No exhibitor shall have the right prior to the closing of the Show to pack or remove articles on exhibit without the permission of the BCALA, Inc. Exhibits committee. Admission will be by badge only. Badges are not transferable.

Safety Regulations

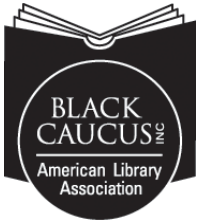
All materials used in the exhibit hall must be fireproofed and conform to all fire department regulations. No decorative paper of any kind will be permitted.

Liability and Insurance

The Black Caucus, Inc. of the American Library Association shall not be financially obligated or otherwise committed in the event of the Show being canceled or deferred on account of strikes, fires, casualties, Acts of God or causes beyond their control. The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damage to exhibitors' displays, equipment and other property brought upon the premises of the exhibition facility, and shall indemnify and hold harmless the Black Caucus of the American Library Association, Fort Worth Convention Center and any authorized representative, agent or employee of the forgoing of any and all losses, damages and claims. Every precaution will be taken to safeguard exhibitor's property.

Cont. on next page

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Handling and Storage

BCALA, Inc. and the owners or managers of the facility where the exhibits are held shall not accept or store display materials or empty crates, and Exhibitors shall make their own arrangements for shipment, delivery, receipt and storage of such materials and empty crates. Such arrangements must be made through the Official Decorator, and the Exhibitor shall provide the Official decorator with copies of all bills of lading. All shipments and deliveries to the Show shall be prepaid.

Cancellation and Refunds

Upon acceptance of this application by the Black Caucus of the American Library Association (BCALA, Inc.), it shall be a legally binding contract between the exhibitor and the BCALA, Inc.; provided that either party may cancel this contract on condition that written notice be given to the remaining party on or receives notice of such cancellation by May 12, 2007. Refunds will only be given on booths canceled in writing on or before May 12, 2007 and are subject to a \$100 service charge per booth. Refunds will be mailed to Exhibitor on request after the conclusion of the conference.

Application and Agreement

All applications must be made on this form. Complete, sign and mail copy to: The University of Southern Mississippi, c/o Karolyn S. Thompson, 118 College Drive #5053, Hattiesburg, MS 39406. Checks should be made payable to Black Caucus of ALA. We hereby make application for exhibit space(s) as indicated on the reverse side, for use at the BCALA, Inc. National Conference of African American Librarians, August 2 - 5, 2007. We agree to abide by the rules and regulations outlined by the Black Caucus of the American Library Association and to all conditions under which the exhibit area is leased to the Association. Said specifications and conditions become part of this contract. Full Payment or a deposit of \$100 of the total space rental is enclosed. We will send the balance by March 31, 2007. Applications submitted after February 28, 2007, must be accompanied by payment in full. BCALA, Inc. reserves the right to cancel any contracts which remain unpaid after March 31, 2007, to assess an administration fee of \$100, and to reassign the space. Checks must be in U.S. dollars, drawn on an U.S. bank, and payable to the Black Caucus of ALA, Inc.

EXHIBIT SPACE IS ASSIGNED IN ORDER OF RECEIPT OF CONTRACT WITH DEPOSIT.

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