



October 15, 2008

**Final Vendor letter**

It's time to register for the 41st (2009) Annual Metro Users Group Conference being held Saturday, January 31 through Wednesday, February 4, 2009 at The Omni Fort Worth, 1300 Houston St, Fort Worth TX 76102

**REGISTRATION INFO:**

**REGISTRATION FOR YOUR SPACE AND HOTEL ROOM WILL BE DONE ON-LINE AGAIN. REGISTRATION AND HOLE SPONSORSHIPS FOR GOLF CAN BE DONE BY DOWNLOADING A FORM LOCATED ON OUR WEB PAGE, THE CONFERENCE REGISTRATION LINK IS ALSO ON OUR WEB PAGE.**

**[WWW.METROUSERS.COM](http://WWW.METROUSERS.COM)**

Registration in the Vendor Exhibition area includes the following:

**Registration Fee - \$1,700 tables 8'x 8' space (No backdrops or displays on the sides or back of tables over 4 feet high from the floor).**

**\$2,100 booths 10'x10' space (No height limit for booths)**

- one (1) 6' x 2' skirted table
- two (2) chairs
- two (2) vendor badges for admittance to all Metro Users social functions (breakfasts, lunches, and receptions), plus two (2) MUG logo shirt or jacket with this package

**• Special Notes**

***• We will be enforcing the 70 table maximum rule again for 2009. Sign-up early***

- **There will be a limited number of Booths depending on space availability.**
- A maximum of two (2) additional badges can be purchased for additional company representatives for \$500 each. These badges allow admittance to all social functions and the MUG logo shirts and/or jackets.
- ***The rule remains that only two (2) company representatives are permitted at the display table/booth at any one time.***

**• Display Schedule**

Display Set-up Date/Time:	Sun, 2/1/09	3:00 p.m. – 10:00 p.m.
Exhibit Dates/Times:	Mon-Tues, 2/2-2/3	6:30 a.m. – 7:00 p.m.
Tear-down Date/Time:	Tues, 2/3/09	7:00 p.m. (or earlier, your option)

Don't miss this opportunity. Secure your space. Only the first 70 checks received (credit card or hard copy) will have a table/booth. If you are paying by check, make your check payable to ***Metro Users Group, Inc.***, along with the completed Vendor Display Registration Form, must be received no later than November 29, 2008. Please send to:

Wayne Bean  
2811 Velarde Drive  
Thousand Oaks, CA 91360

Once again, we will be giving away door prizes in the Vendor Exhibition area during each break. To be eligible to win, the MUG member must be a registered participant and be in the Vendor Exhibition area at the time of the drawing. The drawings will be held randomly during breaks. Although the exhibition hours are from 6:30 a.m. to 7:00 p.m., it is not necessary for you to man your table/booth or be in the vendor room until that time.

**Services: Shipping, Storage, Phone, Electrical and other needs:**  
**Please contact Heather Copeland, CMP/Conference Planning Department, phone 817-350-4044**  
**The Omni Fort Worth Hotel, 1300 Houston Street, Fort Worth, TX 76102.**

The Hotel Room reservations form will be posted on the Metro Users web site, ([www.metrousers.com](http://www.metrousers.com)) or you can contact The Omni Fort Worth Hotel, 1300 Houston St, Fort Worth TX 76102 directly. The Metro Users Group room rate starts at \$176.00 (room taxes not included). Please register under Metro Users, this ensures you the \$176 rate

The Annual Metro Users Golf Tournament is Saturday, January 31, 2009 at:

Cowboy Golf Club.  
1600 Fairway Drive  
Grapevine, TX 76051  
817-481-7277

For more information about our group, visit the MUG web site <http://www.metrousers.com>

If you have any questions, do not hesitate to call me at 213-272-5740.

Sincerely,

*Wayne*

MUG EXECUTIVE BOARD MEMBER

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