



Multiple District Four, Lions Clubs International
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MEMORANDUM

To: MD-4 Committees and Endorsed Projects
From: California Lions MD4 Office
Re: MD4 2018 Convention Seminars and Exhibits

The annual MD4 convention will take place February 8-10, 2019 in Sacramento, California. The headquarters hotel is the DoubleTree by Hilton Sacramento – 2001 Point W Way, Sacramento.

EXHIBIT SPACE

All MD4 endorsed projects are entitled to exhibit at the MD-4 convention. However, in order to reserve your exhibit space you must submit this form. EXHIBIT SPACE WILL ONLY BE RESERVED FOR PROJECTS RESPONDING IN WRITING TO THIS MEMO. Exhibit space is limited so please do not delay.

The exhibit space will be one table approximately 3 ½ ft. x 8 ft. Nothing may be attached to any walls. Displays may be set on top of or behind your assigned table only. There will be no charge for any electrical hook-ups if one is needed.

YOUR REQUEST FOR EXHIBIT SPACE MUST BE SENT NO LATER THAN OCTOBER 21, 2018 IN ORDER TO BE GUARANTEED SPACE.

Name/Project: _____

Phone: _____ Email: _____

SEMINAR ROOM

The Council of Governors will review the proposals for seminars and determine which will be approved for the benefit of the California Lions. MD4 Committees have priority.

If you wish to conduct a seminar please include the following and mail/email to the address above:

If you have any questions, please contact the MD-4 office as soon as possible.

Title of the Seminar: _____

Short Description: _____

Approximate # expected: _____ Length of time: _____ Preferred date/time: _____

There is no guarantee the hours will be met, but every effort will be made.

Audio-visual requirements: _____

Electrical hook-up: yes no

Please note that you will be charged for any audio-visual equipment provided by the hotel; committees from their budgets.

Who will be presenting: _____

Phone: _____ Email: _____