

# **“Growing our Future”**

*A conference hosted by the Missouri Community Forestry Council  
MCFCConference.com*

**August 25 – 27, 2021**



***Exhibitor, Sponsor and  
Silent Auction Information***



## An Invitation to Exhibitors/Sponsors

You are invited to participate as a commercial exhibitor or sponsor at *Growing our Future*, hosted by the Missouri Community Forestry Council. This year's conference takes place August 25 – 27, 2021 at the Chateau on the Lake Resort Spa & Convention Center, Branson Mo.

The Missouri Community Forestry Council (MCFC) is a non-profit organization that helps to promote sound urban forestry practices throughout the state. A strong group of municipal foresters, arborists, horticulturists, nurserymen, utilities, non-profit organizations, and other professionals from Missouri and surrounding states will be in attendance. This conference is an excellent opportunity to increase visibility for your company, while being associated with supporting the professional network of community forestry in Missouri and surrounding states.

### *Introduce your Company's Name and Services*

New this year is the outdoor demo area located just a short walk from the main entrance of the hotel. This opportunity allows hands-on visits with your company's products. Attendees may also meet you inside at your booth for more information throughout the conference. To showcase everything you have and drive those individuals to your locations, the Outdoor Demo area hours are Thursday All day and Friday until 1 pm. Just set the times at your booth for your clients to come at your convenience.

Exhibitor booths will be located in the same area as Coffee & Networking, Evening Social and Silent Auction displays. A skirted table and two chairs are available for each exhibitor, along with one conference registration with all meals, breaks, and Awards Luncheon. In addition, the names of all participating exhibitors registered by **July 25<sup>th</sup>, 2021** will be printed in the conference program. There will be several opportunities to showcase your products and services while you mingle with conference attendees:

#### **Wednesday, August 25**

**10:00 am – 1:00 pm**

**Registration - exhibitors and silent auction**

**3:25 – 3:40 pm**

**Coffee & Networking - exhibitors and silent auction**

**6:00 – 8:00 pm**

**Join everyone at the social and silent auction**

#### **Thursday, August 26**

**7:00 – 8:00 am**

**Breakfast - exhibitors and silent auction**

**10:05 – 10:25 am**

**Coffee & Networking - exhibitors and silent auction**

**11:30 - Noon**

**Networking with Exhibitors**

**Noon – 1:20 pm**

**MCFC Awards Luncheon**

**3:35 – 4:00 pm**

**-Coffee & Networking – exhibitors and silent auction**

**4:00 – 5:00 pm**

**Platinum and Gold Sponsors Manufacture Hands-On Demonstrations**

**5:00 – 7:00 pm**

**Silent Auction Closes & Networking**

#### **Friday, August 27**

**7:00 – 8:00 am**

**Breakfast – exhibitors**

**10:05 – 10:30 am**

**Coffee & Networking - exhibitors**

### *Opportunities for sponsorship*

**Sponsor conference coffee & networking, breakfast, lunch, or an event** - A sponsor supporting these activities will be announced as an outstanding donor at the beginning of each event with signage of the company name in prominent view. See registration form to designate your sponsorship.

**Donate items for prize drawings or the silent auction** to increase interest in your products and services. Please list these items on the registration form.

**Note: All prices are listed on the enclosed Exhibitor and Sponsor Registration Form**



**MISSOURI COMMUNITY FORESTRY COUNCIL**

*“Growing our Future”*

*August 25-27, 2021*

*Chateau on the Lake Resort Spa & Convention Center, Branson Mo.*

**EXHIBITOR / SPONSOR REGISTRATION and SILENT AUCTION FORM**

*(Please print)*

Name \_\_\_\_\_ Title \_\_\_\_\_

Agency/Business/School \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**EXHIBITORS:**

Includes 10 ft. x 10 ft. booth, skirted 8ft. table, 2 chairs, 1 conference registration with all conference meals, breaks, Awards Luncheon, Evening Social	<input type="checkbox"/> \$400
Conference registration is required for each additional employee tending the exhibitor booth. This includes all conference meals, breaks, Awards Luncheon. Please visit the website for additional one day or full registration price: <a href="http://www.mcfconference.com">http://www.mcfconference.com</a>	
Additional booth space – 10 ft. by 10 ft. area, skirted 8 ft. table, 2 chairs.	<input type="checkbox"/> \$200
Electrical outlet	<input type="checkbox"/> \$50

**SPONSORS:** *(indicate which sponsorship level desired by more than amount of payment)*

Benefits of Sponsorship	Platinum \$3,000 (+)	Gold \$1,500	Silver \$750	Copper \$500
Exhibitor space (see above for details)	X	X	X	X
2 Conference registration as designated above	X	X		
1 Conference registration as designated above			X	X
Recognition in conference program with corresponding level	X	X	X	X
Signs displaying company name	X	X	X	X
Recognition at sponsored event	X	X	X	X
Your logo on all conference media	X			
Recognition at all other events not exclusively sponsored	X			
Exclusive sponsored Awards luncheon or evening social	X			
Exclusive sponsored meal, break or evening social		X		
Co-sponsored a meal or break			X	X
Provide Outside Hands-on 1 hour Demo	X	X		

**Total Amount Due** (payment must be received by **July 25, 2021 – Add \$50 after this date**) \$ \_\_\_\_\_

*For electronic payment with credit card, go to [www.mcfconference.com](http://www.mcfconference.com). For payment by check, make checks payable to **MCFC** and mail to: **MCFC, c/o Lawrence Alberty, 1061 Red Oak Road, Fordland MO 65652** (Question about payment only [lalberty@deeprootsmicrobiome.com](mailto:lalberty@deeprootsmicrobiome.com), 417-521-4500)*

Special dietary needs (please be specific): \_\_\_\_\_

**SILENT AUCTION:** Silent Auction donors should fill out the information below:

Description of Item(s) Donated	Estimated Value of Item(s) Donated

Donated items may be sent to: **City of Springfield, 1010 W. Chestnut St., Springfield, MO 65802 Attn: Urban Forestry Division.** Or for more information, contact **Troy Powell** at [tpowell@springfieldmo.gov](mailto:tpowell@springfieldmo.gov) or call **417-874-2154**

All donated items are greatly appreciated. Proceeds from the silent auction will support MCFC Scholarships for natural resource students and professionals in Missouri to assist with conference costs.

## *Sponsor an Event!*

- 🍷 **Breakfast – August 26<sup>th</sup>, and 27<sup>th</sup>**
- 🍷 **Coffee & Networking – July 25<sup>th</sup>, 26<sup>th</sup>, and 27<sup>th</sup>**
- 🍷 **Educational Sessions**
- 🍷 **Awards Luncheon – July 26<sup>th</sup> (Platinum Sponsor only) - *Assigned***
- 🍷 **Evening Social - July 26<sup>th</sup> (Gold or Platinum Sponsor only)**

- 🍷 All cancellations must be submitted in writing and postmarked by **July 25<sup>th</sup>, 2021** to be eligible for refund. A ten percent administrative fee will be deducted on all refunds.

Hotel reservations must be made directly with the Chateau on the Lake Resort Spa & Convention Center, 415 N State Hwy 265, Branson, MO 65616. **Group rate \$119 + tax is available for MCFC attendees** and must be made by **July 25<sup>th</sup>, 2021 to receive the group rate**. Use <http://bookings.ihotelier.com/bookings.jsp?groupID=3176403&hotelID=11529>. This link is ONLY for arrival on Wednesday, August 25 and departure on Friday, August 27 or call the hotel at 1-888-333-5253 and identify with Missouri Community Forestry Council (MCFC) conference. Room reservations after July 25, 2021 will be at hotel's normal rate.

The facility allows for items that fit through a standard double door to be displayed inside. Items requiring more than a standard space (10 ft. X 10 ft.) may need to purchase additional exhibit space. **If the facility is damaged by the movement of your equipment, you will be billed for the repair.** There will be designated outdoor space for displays.

The Hotel and the Client (MCFC) are not responsible for the safekeeping of equipment, displays, supplies, written materials or any other valuable items displayed or left in the function rooms or exhibit areas by Client or attendees; whether damage is a result of theft, fire, water or any other cause whatsoever. The Hotel is not responsible for any cost to ship lost articles or abandoned items to the Client, vendors or individuals.

**Shipping and Receiving** of boxes and packages is available from the hotel. Please advise the Catering Office of your intent to ship packages, the number of packages to be shipped, and the day they are anticipated to arrive. Please do not send packages more than 48 hours prior to the scheduled Event. The following information must be included on all packages to ensure proper delivery: (1) Responsible Parties name; (2) Group Name; (3) "Hold for Arrival Date of" (date). Handling fees will be assessed by the Hotel for accepting and storing packages. Fees of \$5 per box up to 36" x 24" x 24" and \$10 for larger boxes and display cases will be incurred.

**For questions regarding exhibitor and sponsorship, please contact Lawrence Alberty at [lalberty@deeprootsmicrobiome.com](mailto:lalberty@deeprootsmicrobiome.com) or call 417-521-4500.**