

502 Union St  
Geneva IL 60134-1370  
15 May, 2005

Dear Prospective Exhibitor,

In this packet you will find the information and registration forms required to participate as an exhibitor at the 2006 National Convention of the American Guild of Organists to be held July 2 - 6. The convention will be headquartered at the spacious and elegantly appointed Chicago Marriott Downtown hotel. The hotel is located on North Michigan Avenue in the heart of the "Magnificent Mile", downtown Chicago's premiere retail and business district. Chicago has not hosted a national convention since 1925 giving us a very real expectation of more than 2,100 attendees at the convention from all over the United States and many foreign countries! This indeed promises to be a very highly attended convention giving you valuable exposure to a prime segment of your target audience.

The 19,193 square foot Grand Ballroom on the hotel's 7<sup>th</sup> floor will be the exhibit hall and will offer space for 123 8 ft. by 10 ft. display booths (see enclosed floor layout). Additionally, there will be eight demonstration rooms located on the 6<sup>th</sup> floor of the hotel. These rooms offer space ranging from 527 sq. ft. to 1,254 sq. ft., as shown on the reverse side of the Grand Ballroom floor layout. The demonstration rooms are available to those intending to demonstrate sound producing instruments. These rooms are elegantly furnished and are essentially soundproof. ***Exhibit booth prices will be reduced 10% when booths are acquired along with a full priced demonstration room.*** The option of including your flyer or brochure in each attendee's registration packet is also available.

The good news this year is that GES Exposition Services and the Teamsters Union have agreed to permit movement of pianos, organs, pipes and related equipment into and out of the hotel by equipment movers of the exhibitor's choice. This is a great savings to you, the exhibitor. The hotel freight elevator to the 6<sup>th</sup> and 7<sup>th</sup> floors will be available for your use between 2pm and 10pm on move-in day, July 1, 2006, and between 8am and 11am on move-out day, July 7, 2006. Entrance to the hotel's freight elevator is at 110 East Grand Ave.

Please read the enclosed documents carefully. Complete the Exhibitor Contract form and mail it with your payment in full. Exhibit space and demonstration room requests will be assigned as they are received, according to postmark time and date. Exhibitors requiring electrical service will need to complete the enclosed Electrical Order Form and mail it to the hotel. Don't delay. Spaces are sure to sell out and prime locations will go quickly!

Thank you for your interest in the American Guild of Organists. We look forward to seeing you at the ChicAGO 2006 convention.

Sincerely,

John W. Snider  
Exhibits Chairman  
E-mail: ago.2006.exhibits@voyager.net