Dear Exhibitor:

Once again it is planning time for the Maryland Annual Meeting. As always the success of our meetings depends upon your support.

**Early Registration & Payment: Postmarked by March 25, 2007**
$750.00

**Late Registration & Payment: Postmarked after March 25, 2007**
$850.00

**Registration Deadline: April 23, 2007**

Exhibitor Booth shipping information: Must be received by Chesapeake by May 11, 2007. Indicate your company name and contact person and name of show:

Chesapeake Expositions
7829 Sandy Farm Road
Severn Md. 21144-1229

Telephone # 410-969-0001

Baltimore Convention Center: 410-649-7000 Order online www.bccenter.org

Arrange for electric and/or telephone lines directly with BCC Telecommunications Service

Hotel: Baltimore Sheraton Inner Harbor Reservations: 800-325-3535
A block of rooms will be reserved under MdHIMA.

**Schedule:**

- **May 15, 2007**
  - Vendor Set-up: Noon until 9:00 p.m.

- **May 16, 2007**
  - Registration and coffee and Danish in vendor area.
  - Morning Break and Afternoon Break in vendor area.
  - Evening Function in the Convention Center following last speaker

- **May 17, 2007**
  - Registration and coffee and Danish in vendor area.
  - Morning break in vendor area.
  - Last visit with vendors 1:00 – 2:00 P.M. and door prize drawings.
  - Vendor break down AFTER 2:00 P.M. Please do not break down prior to this time.

Please complete the attached application and return to me (dstephen@stagnes.org) post marked by March 25, 2007, to ensure inclusion in the program and to avoid late registration fee. If you have any questions, please call Tom Wiederseim, F.A. O’Toole, our vendor representative, at 410-785-1100 or me at 410-368-3177.

Sincerely,

Dolores Stephens, M.S., RHIT
MdHIMA Annual Meeting Planning Committee Vendor Coordinator
VENDOR REGISTRATION: Place an X on all applicable lines.

________ $750.00 Early registration postmarked by March 25, 2007 (Booth 8’ x 10’ skirted table, two chairs, wastebasket. Includes lunches, breaks and Wed. evening social for two people

________ 850.00 Late registration for above postmarked after March 25, 2007.

________ 150.00 Package (each additional person for both lunches, breaks and Wed. evening social)

________ 50.00 May 16, 2007 lunch and break each additional person

________ 50.00 May 16, 2007 Wednesday evening social event each additional person

________ 50.00 May 17, 2006 lunch and break each additional person

________ 500.00 Additional 8’ x 10’ booth for Early registration

________ 600.00 Late registration for additional booth

________ Electric at booth arrange directly with the Baltimore Convention Center.

ADVERTISING IN THE PROGRAM: Place an X on the applicable line. Program is 8 1/2 x 11.

________ $30 Business Card ______ $75 Quarter page ______ $150 Half page ______ $300 Full page

SPONSOR OR CO-SPONSOR (Half of indicated expense)

_____ May 16, 2007 Continental breakfast $1800; or ____ $900 co-sponsor

_____ May 16, 2007 Afternoon break $900; or ____ $450 co-sponsor

_____ May 17, 2007 Continental breakfast $1800; or ____ $900 co-sponsor

_____ May 17, 2007 Afternoon break $900; or ____ $450 co-sponsor

_____ DOOR PRIZES Raffle to be held at lunch May 16 & 17, 2007.

Please Print or Type:

VENDOR NAME: ___________________________ CHECK TOTAL: ______

ADDRESS: ___________________________________________________ CONTACT: __________

TELEPHONE #: ________________________ e-MAIL ADDRESS: ___________________________

LIST NAMES OF ALL VENDORS AND DATES OF ATTENDANCE FOR COUNTS FOR BREAKS, LUNCHES & SOCIAL FUNCTIONS:

1. Included in above registration Name: _______________________________ e-mail: __________

2. Included in above registration Name: _______________________________ e-mail: __________

3. Additional paid registrants as indicated above Name: _______________________________ e-mail: __________

RETURN BY: March 25, 2007 with any camera-ready advertisement for the program.

Make Check payable to: MdHIMA

Mail to: Dolores Stephens, M.S., RHIT Telephone: # 410-368-3177
2108 Oakland Rd. e-mail: dstephen@stagnes.org
Middle River Md. 21220