

# 2009 Arkansas Turfgrass Association Convention & Tradeshow

## Exhibitor Checklist

- \_\_\_\_\_ Call and reserve your booth from floor plan – 501-653-7785.
- \_\_\_\_\_ Secure your booth selection with payment – check or credit card (Visa or MasterCard)
- \_\_\_\_\_ Make payment for any balance on booth by October 31, 2008.
- \_\_\_\_\_ Order decoration (tables, chairs, carpet, etc...) from Sunbelt Conv. Services  
(501) 244-9955 by December 22<sup>nd</sup> or download from [www.Sunbelt4U@sbcglobal.net](http://www.Sunbelt4U@sbcglobal.net)
- \_\_\_\_\_ Order electric/water/phone thru Hot Springs Conv. Center by January 9<sup>th</sup> for best price.
- \_\_\_\_\_ Reserve your hotel room.  
\*Identify yourself with the Arkansas Turfgrass Association when making reservations!!  
Embassy Suites 1-800-EMBASSY or [www.embassysuites.com](http://www.embassysuites.com), before December 4<sup>th</sup>.  
Austin Hotel 1-877-623-6697 before December 20, 2008.