



Missouri Mid-South Conference United Church of Christ

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Uniting Congregations for Ministry and Mission in Missouri, Arkansas, and Memphis, Tennessee

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Dear Friend:

It's time to reserve your table display space at the **2016 Missouri Mid-South Conference Annual Gathering (CAG)**. The CAG is scheduled for **Thursday, June 9 to Saturday, June 11, 2016**, at the **Holiday Inn Executive Center, 2200 I-70 Drive SW, Columbia, MO 65203**. This year's theme is **"Gathering at Our Table...For Such a Time as This 3.0!"**

Your table display will be seen by 275 to 350+ UCC ministers and lay people from the entire state of Missouri attending this special gathering! All displays will be set up in the Expo Center at the Holiday Inn, which is the same room where we will hold our business meetings, enjoy meals and worship together. If you wish to stay at the Holiday Inn, please call 877-288-5143 to make your reservation. Inform the front desk that you are with the UCC to receive a special discounted rate of \$102.95 per night, plus tax. Their website is <http://www.holidaycolumbia.com/>. If you would like to be included in our CAG meals at the Holiday Inn, please contact me for further information and pricing.

The CAG planning committee hopes you will consider this an ideal opportunity to get your message, ministry or product widely circulated throughout our Conference. The prices for a vendor table are \$30 for UCC sponsored ministries and \$75 for non-UCC groups selling products.

In planning your display, please note the following criteria:

1. You will be provided one 6-8 foot table and one/two chair(s).
2. Electricity is available but limited. You must check the appropriate box on the registration form to ensure your table will be reserved near an outlet. Please bring your own extension cord and/or power strip.
3. You will need to provide your own equipment and signage. You must plan your displays as free standing.
4. Space will be assigned only to those who submit both Table Display Reservation Form and payment.
5. Set-up may begin at 8:00 am on Thursday, June 9, and all displays must be removed no later than 1:00pm on Saturday, June 11.
6. Multiple tables may be requested.
7. **IMPORTANT:** Due to closing worship being held in the same area, we respectfully ask due to the noise factor that you DO NOT remove your table setup between 11:30-12:30. Thank you.

I hope that your organization will join us for the 2016 Missouri Mid-South Conference Annual Gathering. If I can answer any questions, please contact me via email at renee@mmsucc.org or by phone at 314-918-2602. Thank you, and I look forward to welcoming you.

Sincerely,

Renee G. Cordes

Administrative & Communications Manager