

# Missouri Association of Public Purchasing REVERSE VENDOR FAIR

May 14, 2015  
 University Plaza Hotel - Springfield, MO  
 333 John Q. Hammons Parkway  
 Springfield, MO 65806  
 (417) 864-7333

### What is a Reverse Vendor Fair

Public agencies have display booths allowing THE VENDORS the opportunity to introduce themselves.

### Participating Entities:

MO Dept of Transportation  
 MO Dept of Corrections  
 MO Division of Purchasing and Materials Management  
 Missouri Office of Equal Opportunity  
 Missouri Veteran's Commission  
 Missouri State University  
 Ozarks Technical Community College  
 City of Springfield  
 City of Nixa  
 City of Independence  
 Springfield City Utilities  
 Springfield Public School District  
 Greene County  
 Boone County  
 And Many MORE

### Reverse Vendor Fair Program:

#### Boxed Lunch Included

12:00 - 3:00 p.m. Entity Booths Open

#### Vendor Workshops (45 Minute Sessions)

Workshop sessions will be held for Vendors to explain opportunities available to them to do business with public purchasing agencies

#### Workshops Available:

##### "Selling to Government"

Allen Waldo, Missouri Procurement Technical Assistance Centers

##### "How to Become M/WBE Certified"

Celeste Metcalf, Missouri Office of Equal Opportunity

## VENDOR REGISTRATION

#### Fee

\$110 FOR 1 ATTENDEE (EARLY BIRD RATE UNTIL MARCH 20TH)  
 \$ 25 FOR EACH ADDITIONAL ATTENDEE  
 \$125 FOR 1 ATTENDEE (REGULAR RATE AFTER MARCH 20TH)  
 \$ 30 FOR EACH ADDITIONAL ATTENDEE

#### OR Choose to be a sponsor: (Check One)

\$175 / Admittance (2) to RVF and logo in Conference Program  
 \$200 / Admittance (3) to RVF and logo in Conference Program  
 \$225 / Admittance up to (3) to RVF and ½ page ad in Program  
 \$250 / Admittance up to (4) to RVF and full page ad in Program

#### # of Attendees

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

#### Other Sponsorship Opportunities: (Check One & Indicate Dollar Amount)

Sponsor a Break \_\_\_\_\_ or Meal \_\_\_\_\_ \$ \_\_\_\_\_  
 Sponsor Prizes or Giveaways \_\_\_\_\_ Describe \_\_\_\_\_

**\*ALL SPONSORSHIPS WILL BE RECOGNIZED ON A PLACECARD**

| ATTENDEE NAME | COMPANY | PHONE | EMAIL |
|---------------|---------|-------|-------|
|               |         |       |       |
|               |         |       |       |
|               |         |       |       |

**REGISTRATION DEADLINE:** RVF registration must be received by 12:00 p.m. on **April 15, 2015**.

Please return this registration form with **a check made payable to MAPP**, to the following address:

**Division of Purchases, 218 E. Central, Springfield, MO 65802**  
**For more information contact Todd Cox at: [tcox@springfieldmo.gov](mailto:tcox@springfieldmo.gov)**

Payment may also be made **online** with credit card at <http://www.mappi.org/shopping-cart>

**Please indicate payment method: \_\_\_\_\_ Check \_\_\_\_\_ Credit Card Payment Online**