



Illinois Public Higher Education Cooperative

SUPPLIER DIVERSITY



HIGHER EDUCATION DIVERSE BUSINESS OPPORTUNITY FAIR

Tuesday, October 27, 2015

10:00 a.m. - 2:00 p.m.

Southern Illinois University Carbondale

Student Center

1255 Lincoln Drive

Carbondale, IL 62901

EXHIBIT TABLE RESERVATION/REQUEST

Exhibit Table Deadline: Tuesday, October 20, 2015

ORGANIZATION NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

WEBSITE: _____

SOCIAL MEDIA: _____

REPRESENTATIVES IN ATTENDANCE ON 10/20/15: _____

Number of Tables

Exhibit Table(s) will be provided on a first come, first serve basis. To reserve space for your organization, please email this completed form to Donna Ingersol at donnai@uillinois.edu or fax to 312.413.8369 no later than **Tuesday, October 20, 2015**.

For more information, contact Donna Ingersol at 312.996.2971 or by email donnai@uillinois.edu



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Below please find logistics for the
Higher Education Diverse Business Opportunity Fair

Exhibitors should arrive between 9:00 a.m. – 9:30 a.m. for setup.

Each Exhibitor will have a minimum of one (1) 6' x 30" table and two (2) two chairs.

Exhibitors are encouraged to bring the following material(s):

- University/Organization Informational handouts
- Business Cards
- University/Organization Logo tablecloths
- University/Organization Logo Pop-Ups
- Giveaways
- List of Procurement Opportunities
- Membership packages

Please check-in at the Exhibitor Registration table upon arrival.

The event will start promptly at 10:00 a.m. and end at 2:00 p.m.

For more information, contact Donna Ingersol at 312.996.2971 or by email donnai@uillinois.edu