



Missouri State University
Plaster Student Union
Thursday, September 3rd
10:30 am-1:30 pm

Business/Organization/
Agency Name: _____

Type of Business: _____

Contact Person: _____

Address: _____

Street

City

State

Zip

Phone Number: _____

Fax Number: _____

Number of Tables: 1 2 Electrical Outlets Needed: Yes No # _____

Will you have a tent? Yes No Tent Size _____

Number of parking passes needed: 1 2 3 Other _____

Special Needs: _____

Will you be giving out food or beverages? Yes No

If yes, what? _____

The table usage fee is \$125 per table.
Make check payable to Missouri State
University.

As in the past, this event is free to all
Missouri State students, faculty, and staff.
We require the same from your business,
organization, or agency and do not
allow sales of any kind. This event is to
promote awareness of your
business/organization.

Sample Springfield will be publicized in
the school newspaper, e-bulletin, on
posters in residence halls and academic
buildings, in the Bookstore calendar and
by web site.

Two chairs will be provided per table.
Power sources are limited. Please bring
extension cords with you.

Set-up will begin at 9:30 am on the
morning of Thursday, September 3rd.

Please return this form along with the table fee by 5:00 pm, Friday, August 28, 2009 to:

Office of Student Activities
Plaster Student Union
901 South National Avenue
Springfield MO 65897