

To all Exhibitors,
We hope that you and your company will be joining us at the

Kansas City Mathematics Technology EXPO

Friday Oct. 4 to Saturday Oct. 5, 2019

held at the University of Missouri – Kansas City in Kansas City, MO.

<http://www.kcmathtechexpo.org>

If you haven't joined us before, please visit the website and look over our past programs and the history of the EXPO. We're proud of our record and hope you will attend.

Adelaide Akers, Math EXPO Exhibitor Coordinator, aakers1@emporia.edu

FOR THOSE OF YOU WHO ALREADY KNOW YOU ARE ATTENDING

If you can answer these questions/requests **as soon as possible**, we would be thankful.

Note: UMKC has wireless internet access.

- Please send the **\$150 Exhibitor Fee** ASAP to our Financial Secretary:

Richard Delaware, RE: Math EXPO
Dept. of Mathematics & Statistics, Haag 206
University of Missouri – Kansas City
5100 Rockhill Rd.
Kansas City, MO 64110

- Are you planning on presenting? In addition to enabling your company to exhibit, your paid Exhibitor Fee also covers the cost of one commercial presentation (should your company wish to give one). Times for commercial presentations are limited, though, so please inform the planning committee of your intentions no later than August 15.
 - Do you need any other special arrangements beyond one table and two chairs? (Please note that we are unable to provide extension cords for those who need them.)
 - Will you attend only Friday, only Saturday, or both days?
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Thanks! Now, on to page 2

INFORMATION FOR ALL EXHIBITORS

- **EXPO URL:** <http://www.kcmathtechexpo.org> . A list of Exhibitors from previous years can also be found there.
- **WHEN:** Friday Oct. 4 to Saturday Oct. 5, 2019.
- **WHERE:** The EXPO this year is held primarily in Haag Hall at the **University of Missouri – Kansas City in Kansas City, MO**. On our web site we'll have a map. A Preliminary Program is distributed in mid-August.
- **PARKING:** Saturday parking at UMKC is free. Friday parking is not. Meters in the metered lots are \$1.00/hour. A parking hangtag will be provided upon request.
- **PURPOSE:** Briefly, the purpose of the EXPO is to bring together college and high school teachers in a friendly atmosphere to hear about using technology in teaching mathematics and its applications, as well as to discuss the philosophy and future of that technology in teaching mathematics.
- **ATTENDANCE:** Our attendance averages 80, representing on average about 25 four-year colleges or universities, 25 two-year colleges, and about 15 high schools, all from 7-10 states.
- **EVENTS:** In addition to about 25-30 talks, workshops, showcases, and discussions, we have a major speaker each day. You can read about our Keynote Speaker and our Invited Speaker on the EXPO web site.
- **KAMATYC** and **MOMATYC** also hold meetings at the EXPO (Kansas and Missouri Mathematics Associations of Two Year Colleges.), as well as the **MAA's Project NeXT** professional development program for new faculty
- **FREE MEALS:** Lunch is FREE each day to all Exhibitors. A continental breakfast is available each morning.
- **EXHIBITOR TABLE SECURITY & STORAGE:** We have staff to watch your tables during lunches, and have a safe room for storage of your materials overnight. [We hope you can attend both days, but realize you may not.]
- **SET-UP FRIDAY:** On Friday, you may set up any time after 8 am (when registration opens). The EXPO officially begins with the Introduction and Invited Speaker address at 8:30 am.
- **SPECIAL EXHIBITOR FRIDAY TIME:** We have set aside **Friday 10:45 am to 11:30 am** for attendees to just visit Exhibitors without missing any talks. You should expect a rush of business during that time.
- **SET-UP SATURDAY:** On Saturday, you may open as early as 8 am. The EXPO begins with talks at 8:30 am.
- **EXHIBITOR FEE PAYMENT:** The Exhibitor Fee is **\$150, payable to "Math EXPO 2019"**. We are a Non-Profit 501(c)(3) organization. (I can give you our Federal Employer Identification Number (EIN) if you need it.)

Please mail the fee ASAP directly to our Financial Secretary:

Richard Delaware, RE: Math EXPO

Dept of Mathematics & Statistics, Haag 206

delawarer@umkc.edu

University of Missouri – Kansas City

5100 Rockhill Rd.

Kansas City, MO 64110

- **DOOR PRIZES (!):** Every year some of our Exhibitors (Texas Instruments, Casio, Minitab, Mackichan Software, Design Science, etc.) have been kind enough to donate **Door Prizes** (software, calculators, etc.) that we give away during the major talk each day. Please let me know if you have any products you'd be willing to donate! All door prize products should be mailed directly to the same address given above.
- **CONTINENTAL BREAKFAST SUPPORT:** Any monetary support for our continental breakfasts is also welcome.
- **EXHIBITOR REGISTRATION:** Please have your representative(s) REGISTER for the EXPO when you and they receive the Preliminary Program in August. Online registration should be available, with a place for Exhibitors to mark. Also, be sure I have a snail mail address for these folks.
- **COMPANIES GIVING A TALK (please tell us as soon as possible, but no later than August 15):** We welcome talks by your company. Our policy is:
 - For us to consider such a talk, you must agree to be an Exhibitor at the EXPO.
 - Any time a talk is given by employees of your company, or those paid or reimbursed by you to give a talk at the EXPO, the presenters' affiliation will be noted in either the presentation's title or abstract.
 - We will accept at most two (2) such talks from your company at any given EXPO, and a second talk will only be allocated after all exhibitors who would like a time to present have been assigned one.
 - A complete talk or workshop proposal **must** be submitted in the manner described on the "**Call for Speakers**" (see our web site), **by the due date listed above.**
 - Note that we have set aside times for exhibitors to give talks and no further fee is required for 1 presentation. However, time slots for exhibitors are limited and will be granted on a first-come, first-served basis. If you'd like to give a talk, be sure to get your exhibitor fee in early so that your time can be reserved.