



September 14, 2009

Dear Publisher,

You are cordially invited to participate in our annual INTESOL conference. This year, the conference will be held on Saturday, November 14, 2009, from 9:00 a.m. - 4:00 p.m. at the Indianapolis University Purdue University, Indianapolis (IUPUI) Campus Center with approximately 300 attendees. Our theme is "INTESOL 2.0: Innovations in Pedagogy and Technology." This packet includes the map with directions and the order form for exhibitor tables and ads.

### **Hours**

The conference will begin at 8 am and will end at approximately 4 pm with a raffle.

### **Parking**

For easy access to the Campus Center, INTESOL will provide all-day parking passes for the adjacent Vermont Parking Garage for all publishers and attendees. When entering the garage, you should first get a ticket from the machine. Park on the east side of the 3<sup>rd</sup> level to enter directly into the Campus Center. Following the handicap signs to the northeast corner of the parking garage, you'll find an entrance with large automated doors. Upon entering the Campus Center, follow the hallway to the center of the building. There you will find three large elevators to transport items to the 4<sup>th</sup> and/or 5<sup>th</sup> floors where INTESOL will meet. (Carts are allowed in the elevators.) At the INTESOL registration area, you can pick up an all-day parking pass. The parking pass should be swiped at the Vermont garage exit at the end of the day.

### **Exhibit Area/Prices**

Exhibit space will be in a location with activities throughout the day to optimize exhibitor exposure. Activities include a breakfast buffet, poster sessions, a coffee/cookie-break, and raffle. Participants will also pass by the exhibit space between sessions.

Table prices are \$150 lower than last year's prices. One exhibitor table now costs \$250; two tables cost \$500. The price includes 1 lunch per table purchased. Because of the reduced pricing, we will not offer "early-bird" prices this year.

### **Other Opportunities**

Publishers have the option of purchasing ads in the conference program and/or the annual journal that will be distributed to all INTESOL members and attendees. The price for a ½-page ad in one publication is \$100; a full-page ad is \$175. We also have a few 20-minute slots available for exhibitor sessions on a first-come, first-serve basis. Please contact the Conference Chair Suzan Stamper about scheduling sessions, sponsoring snacks, and donating raffle items, pencils, pens, folders, etc. (Please note that **journal ad copy must be received by October 15<sup>th</sup>**.)

All participating publishers will be listed alphabetically for free on a "publisher page" in the program and on the INTESOL website (<http://www.intesol.org>). Please provide a website address in this year's order form.

Because of two new pre-conference events this year, another sponsorship opportunity is available. On Friday, November 13, we will hold a pre-conference technology workshop followed by a 30<sup>th</sup> anniversary President's Reception. The reception will be held in The University Place Conference Center & Hotel-IUPUI at 850 W. Michigan Street (<http://www.universityplace.iupui.edu/>). We hope to have 30-50 attendees at the workshop and reception. Sponsorship (\$300) will be announced at the reception and in the conference program.

### **Housing**

If needed, room reservations may be made at the University Place Hotel by calling 1-800-627-2700 (select Option #1) or 317-231-5160. Identify the group affiliation (Indiana Teachers of English to Speakers of Other Languages) to ensure you receive the special group rate(s)\*:

Single occupancy \$139.00 + tax per room/per night

Double occupancy \$159.00 + tax per room/per night

\*Reservations will be accepted based on availability.

From the hotel: "Reservations cancelled less than 24 hours prior to the day of arrival and/or "no-show" rooms will be billed to the respective guest's credit card. Check-in time is 4:00 p.m. Guests arriving early will be accommodated as rooms become available. Check-out time is 11:00 a.m. . . . Parking is currently available in [an] underground garage at \$14.00 for overnight guests."

### **Payment Options for Order Form**

Please send the enclosed form – by email or by regular mail - with your selections clearly marked no later than **October 30th, 2009**. Payment can be made by check or online with a credit card at Acteva. For the online option, go to the INTESOL website (<http://www.intesol.org/>) and look for the "For Publishers" area in the conference information.

### **INTESOL Contact Information**

If you have any questions, please contact me by email at [fms@iupui.edu](mailto:fms@iupui.edu) or by phone at 317-274-2137 or 404-717-5693 (mobile). If your company needs to pay by purchase order or has other requirements to meet your financial needs, please contact me as soon as possible to insure the transaction completion. Questions about the President's Reception, sessions, copy for ads, donations, or the new venue can be sent to our conference chair Suzan Stamper by email at [stampers@iupui.edu](mailto:stampers@iupui.edu) or by phone at 317-796-3539 (mobile).

Thank you in advance for your continued support of INTESOL. This year will be a grand celebration! Hope to see you there!

Frank Smith  
INTESOL Publisher Liaison

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## INTESOL 2009 Conference Order Form

Enter the quantity next to the selection(s) you wish to purchase. Total your order at the bottom. Send this order form with ad/logo copy no later than **October 30th, 2009** to:

Regular Mail	Email
INTESOL c/o Frank Smith PO Box 44673 Indianapolis, IN 46244	Frank Smith ( <a href="mailto:fms@iupui.edu">fms@iupui.edu</a> ) cc: Suzan Stamper ( <a href="mailto:stampers@iupui.edu">stampers@iupui.edu</a> )

**Note:** Ads can be placed in the INTESOL conference program, the INTESOL Journal, or both. Please specify your choice in the "AD OPTIONS" column. **Please note journal ad copy must be received by October 15<sup>th</sup>.**

<b>Publisher:</b>	
<b>Contact Name:</b>	
<b>Phone:</b>	
<b>E-mail:</b>	
<b>Mailing Address:</b>	
<b>Website:</b>	
<b>Name of Attendee:</b>	

OPTIONS	PRICE	QTY	AD OPTIONS	SUBTOTAL
[1] Table	\$250			\$
[2] Tables	\$500			\$
[1] ½-page ad	\$100		Program _____ or Journal _____	\$
[1] full-page ad	\$175		Program _____ or Journal _____	\$
Sponsorship of pre-conference President's Reception on Friday, November 13	\$300			\$

<b>TOTAL</b>	\$ _____
<b>PAYMENT INFORMATION</b>	Check # _____ Credit Card (online only)
<b>Interested in an Exhibitor</b> Sponsor?	(circle) YES or NO

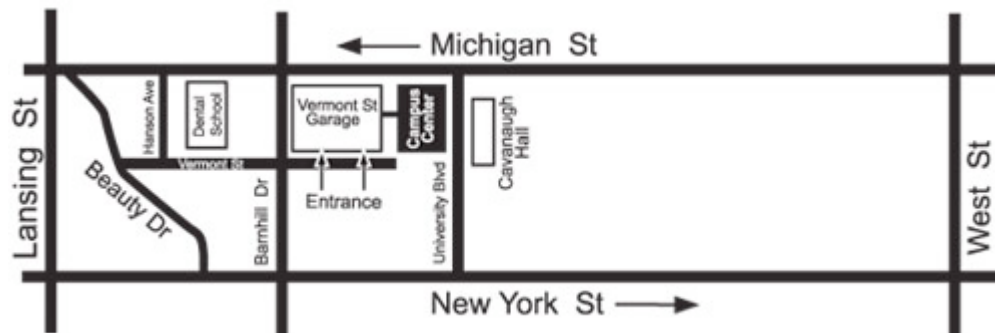
If you have any questions, contact Frank Smith at (317) 274-2137 or [fms@iupui.edu](mailto:fms@iupui.edu)

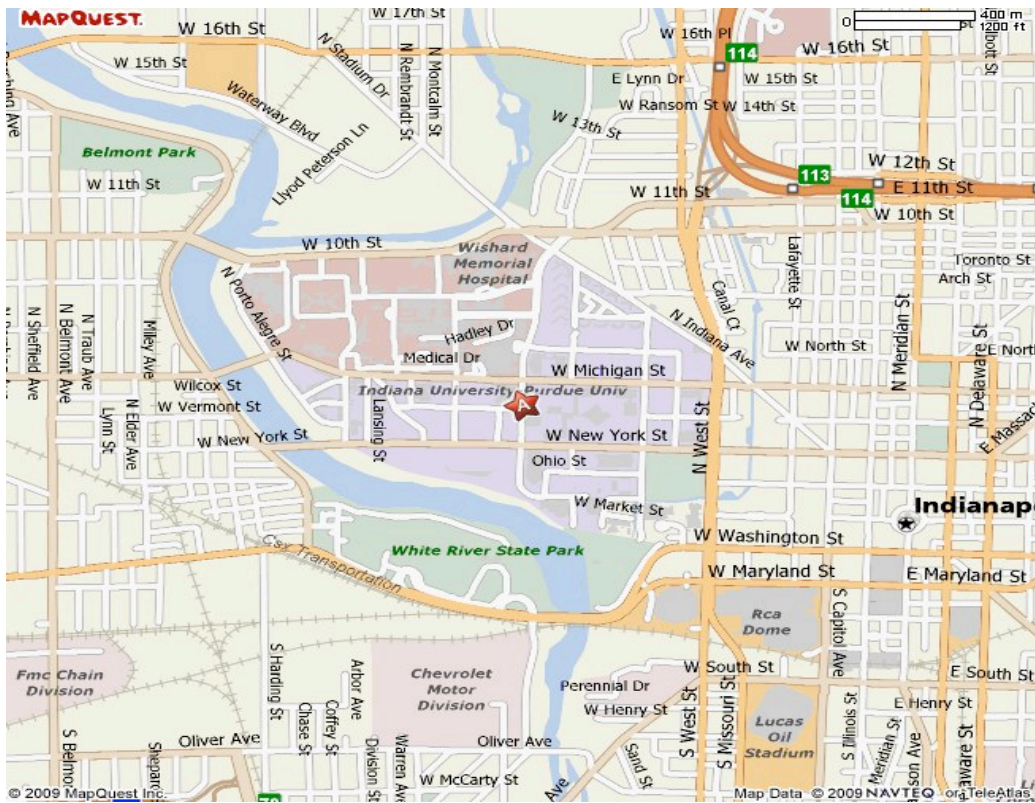
If you have any questions about the President's Reception, conference, scheduling, or venue, contact Suzan Stamper at 317-796-3539 (mobile) or [stampers@iupui.edu](mailto:stampers@iupui.edu)

The IUPUI Campus Center  
420 University Blvd.  
Indianapolis, IN 46202

### Directions to the Campus Center

The Campus Center is located on the southwest corner of the Michigan Street and University Boulevard intersection. The Campus Center address is 420 University Boulevard and you can enter the building through one of the six outside entrances. You will find three entrances on the ground level: south of the cube on University Blvd., at the intersection of Vermont Street and University Blvd., and just east of the entrance to the Vermont Street garage. One entrance is via the skybridge from Cavanaugh Hall. **The recommended entrance for INTESOL is the third level of the Vermont Street garage which connects directly to the second floor of the Campus Center.**





**From the north**

Head south on Meridian Street. Turn right onto Michigan Street. The Campus Center is at the intersection of Michigan Street and University Boulevard. For parking, continue west on Michigan to Barnhill Drive and take a left on to Barnhill Drive. Remain in the left hand lane and take another left on to Vermont Street which is the upcoming intersection. Follow the Visiting Parking signs that lead you to the second entrance of the Vermont Street garage on your left.

**From the east**

Head west on Michigan Street, crossing over West Street. The Campus Center is at the intersection of Michigan Street and University Boulevard. For parking, continue west on Michigan to Barnhill Drive and take a left on to Barnhill Drive. Remain in the left hand lane and take another left on to Vermont Street which is the upcoming intersection. Follow the Visiting Parking signs that lead you to the second entrance of the Vermont Street garage on your left.

**From the south**

Head north on Meridian Street. Turn left onto Michigan Street. The Campus Center is at the intersection of Michigan Street and University Boulevard. For parking, continue west on Michigan to Barnhill Drive and take a left on to Barnhill Drive. Remain in the left hand lane and take another left on to Vermont Street which is the upcoming intersection. Follow the Visiting Parking signs that lead you to the second entrance of the Vermont Street garage on your left.

**From the west**

Head east on 10th Street. Turn right onto Stadium Drive/Indiana Avenue, and make an immediate right onto University Boulevard. The Campus Center is at the intersection of Michigan Street and University Boulevard. For parking, continue west on Michigan to Barnhill Drive and take a left on to Barnhill Drive. Remain in the left hand lane and take another left on to Vermont Street which is the upcoming intersection. Follow the Visiting Parking signs that lead you to the second entrance of the Vermont Street garage on your left.