



2025 Application for Exhibit Space

Dear Vendor,

We invite you to participate in this year's Mississippi Library and Media Professionals (LAMP) Workshop. MS LAMP is a unique conference opportunity that travels to three strategic locations—Petal, Pearl, and Oxford. It brings the conference to the librarians, making it convenient and easy for them to attend. Additionally, this conference is **FREE** of charge to all attendees and they have the opportunity to gain **FREE** CEU (Continuing Education Units) credits for attending the workshops provided. This conference is designed so that all librarians visit the exhibits in two groups; therefore, in three hours each day you can have contact with all librarians at each site.

2025 MS LAMP will be held **September 8-10, 2025**. Because it is scheduled near the beginning of the school year, librarians are eager to see your products and spend their money! Space is limited and tables are awarded on a first come, first serve basis. Applications must be accompanied with **check made payable to LAMP Workshop Association of Mississippi**. Return this completed application and payment to:

**LAMP Workshop Association
Attn: Suzanne Lewis
3041 Karl Daly Rd.
Irondale, AL 35210**

If you would like to pay the registration fees using a credit card or checking account via PayPal. Please visit our website:

<https://www.lampworkshop.org/vendor-info> for more information.

Once you have paid via PayPal, please return your completed application [pages 2-5] via Email to mississippi.lamp@gmail.com

Be sure to get your table(s) reserved; spaces fill up fast and you don't want to miss the best opportunity to reach Mississippi librarians! Should you have to cancel after reserving your space, August 4, 2025 is the last day to get a refund.

If you have any questions please call me on (601) 831-5500 (cell)! If I am unavailable when you call, please leave a message. I will gladly assist you any way that I can.

Sincerely,

Debbie Thurmon
MS LAMP President

Exhibitor Program Listing. Please fill out this section with the info you want to appear in the printed program.

Company Name: _____

Exhibit Rep(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____ Fax: _____

E-mail: _____

Website: _____

Description of products or services (40 words or less): _____

Advertising Opportunity

My company wishes to advertise in the printed program and have a company website banner from the MS LAMP website. The person(s) that MS LAMP needs to contact about taking advantage of this advertising opportunity is/are:

Name: _____ Phone/Cell: _____

Email: _____ Best time to call: _____

Dates and Locations

Monday, September 8.....Petal, *Petal Civic Center*
 Tuesday, September 9..... Pearl, *Clyde Muse Center, Hinds Community Center – Rankin Campus*
 Wednesday, September 10..... Oxford, *Oxford Conference Center*

Exhibitor's Fees	Price	Extended Fees
All 3 Locations	\$500 per table (1 table all three days)	_____ No. of Tables \$ _____
Early Bird Special* <small><i>*Application & fee must be received by 8/4/2025</i></small>	\$475 per table (1 table all three days) <small><i>*1 table all three days @ ea. Location if rec'd by 8/4/25</i></small>	_____ No. of Tables \$ _____
Electricity	\$35 (one-time fee for all three days)	\$ _____
Internet access <small><i>(where available)</i></small>	No Charge	
One Day Location(s) <small><i>(Check Locations)</i></small>	\$175 per table per day <input type="checkbox"/> Petal <input type="checkbox"/> Pearl <input type="checkbox"/> Oxford	_____ No. of Tables \$ _____
<input type="checkbox"/> I paid via PayPal	Total Fees	\$ _____

NOTE: Please fill out and send this page with your registration.

Vendors: You are encouraged to participate in the daily door prize drawings. This is a wonderful way to show your customer appreciation. Please be generous with your prize donations. Remember, LAMP is a vendor-sponsored event, and as such, the success of it depends on you. Please note, though, that participation is solely up to the discretion of the vendor, company, or representative. Your participation is greatly appreciated!

Exhibition Information

NOTE: Please fill out and send this page with your registration.

Company Name: _____

Contact: _____

Title: _____

Address: _____

Telephone () _____ FAX () _____

We prefer **NOT** to be near these exhibitors or type of exhibits:

Note: Your preferences will be considered, but cannot be guaranteed.

Future contact should be sent to (if different from previous):

Representative(s) name(s) and the site(s) they will be attending (*Please check all that apply*):

_____ ☐ P ☐ P ☐ O ☐ All

_____ ☐ P ☐ P ☐ O ☐ All

_____ ☐ P ☐ P ☐ O ☐ All

_____ ☐ P ☐ P ☐ O ☐ All

Note: LAMP is a vendor-run event. On Sept. 9th at 6:30 PM LAMP will provide dinner for up to two (2) people per company at a location TBA in the Oxford area. Business meeting will follow immediately after this dinner to elect 2025-2026 officers. Please make plans to attend!

Rules, Regulations, and Instructions of LAMP

1. Tables will be assigned on-site. **Please do not start setting up until the tables have been identified.** Each year we have vendors who require electricity and several require more than one table, so please be patient.
2. Tables at the sites will be bare. It is recommended that you bring your own table coverings.
3. LAMP has a limited number of Power Strips and Extension Cords. These will be used to extend power to those booths that request it. Please bring your own power strip if you will need more than one plug.
4. Subletting of exhibit space is prohibited. No exhibit shall assign, sublet or apportion the whole or any portion of space allotted.
5. The exhibitor assumes all risks relating to participation in the exhibition. LAMP does not carry insurance covering exhibits and does not assume any responsibility for damage arising from fires, lighting, smoke, civil commotion, or safety of property from theft.
6. There is a rental charge per table. **No refund will be made after August 4, 2025.** No exhibitor will be allowed to place equipment in the exhibit hall until full payment of the table rental is received prior to the meeting date. Make checks payable to LAMP Workshop Association of Mississippi.
7. Each display case measuring up to six (6) feet in length is considered one (1) table space even if an actual table is not used. Please be courteous to other vendors and do not bring more than one (1) display case for each table space reserved.

FOR LAMP USE ONLY

Date Application and payment received: _____

Application Confirmed by: _____

Number of tables reserved: _____ Date confirmation sent: _____