

**MENC**  
**41<sup>ST</sup> BIENNIAL NORTHWEST DIVISION CONFERENCE**

*in conjunction with the*

**WMEA**  
**36<sup>TH</sup> ANNUAL STATE CONFERENCE**

presents the

**FIRST ANNUAL**

**COLLEGE/CAREER FAIR**

**AT THE CONFERENCE**

**Saturday, February 14, 2009**  
**Spokane Convention Center**

**1<sup>ST</sup>**  
**ANNUAL**

**1,000**  
MENC  
All-Northwest  
honor group  
high school  
musicians

**600**  
WMEA  
All-State  
honor group  
high school  
musicians



**The College and Career Fair**

Patterned after the successful TMEA (Texas) college night, the MENC/WMEA College and Career Fair is designed to give universities, colleges, community colleges, arts schools, music trade schools, armed forces music groups and other similar institutions the opportunity to meet the finest high school musicians from the six Northwest states. More than 1,600 music students from Alaska, Idaho, Montana, Oregon, Washington and Wyoming high schools will participate in honor groups. The MENC All-Northwest groups include Band, Orchestra, Mixed Choir, Women's Choir, Jazz Band and Jazz Choir.

The WMEA All-State groups are Concert Band, Symphonic Choir and Symphony Orchestra.

**College Night Schedule**  
**Saturday, February 14, 2009**  
**Setup—4:30 PM**  
**Show—5:30-7:30 PM**  
**Spokane Convention Center**  
**Exhibit Hall B**



Students from all nine groups will have a social event on Saturday, February 14, 2009, in the Spokane Convention Center. Vendors are encouraged to provide a setting for institutional representatives to distribute materials and answer questions about their programs.

The fair will be a part of the students' social event, which means that all participating honor group students will be available to visit the exhibit tables during the event.

Discounted prices for tables for this event will be available to institutions that also exhibit at the full conference. Details are in this prospectus.

# MENC NORTHWEST DIVISION CONFERENCE 2009

## COLLEGE/CAREER FAIR NIGHT

### WHY THIS EVENT?

#### The Honor Groups Attract the Northwest's Best High School Musicians

The MENC All-Northwest and WMEA All-State groups consistently showcase the very finest students in the six participating states. Selected by blind auditions, these students demonstrate the ability to develop their skills at the highest levels.

Most of these students will either go on to college or a career and training where they will likely continue participating in music. This College/Career Fair will give you the opportunity to distribute materials, recordings and programs illustrating what interested students might have available to them if they should choose your institution.

All students in the honor groups will be attending the social event, where a special area will be set aside for these exhibits. Your staff members can talk one-on-one with these students in order to learn about each other and how your goals might align with their future plans.

### APPLICATION PROCEDURE

#### Contract and Payment to WMEA

The Washington Music Educators Association is the managing organization of the combined MENC Northwest Division/WMEA State Conference.

The booth contract and appropriate fee must be sent to WMEA. Booth location will be determined by the order of receipt of the application, beginning at the front of the hall.

The contract and fee should be sent to:

**Gayla Stewart**, Exhibits Manager  
Washington Music Educators Association  
Post Office Box 1117  
Edmonds, WA 98020-1117

#### Regulations and Contract

WMEA reserves the right to restrict exhibits which, because of undue noise, method of operation, materials presented or any other reasons, become objectionable or operate in a manner not deemed appropriate for this show. In the event of such restriction or eviction, the Washington Music Educators Association is not liable for any refunds, rentals or other exhibitor expenses.

These regulations become a part of the agreement between the exhibitor and the Washington Music Educators Association. Any situations not covered are subject to the decision of the WMEA officials.

### TABLE PRICE INFORMATION

#### Standard Fee Per Table

**Six-foot table**                      **\$100**

This price is available to any college, university, community college, arts school, music trade school, armed forces musical unit or any other organization that provides a bone fide opportunity for students to utilize their training and/or provide further development in a music-related education or career.

#### Special Fee for Conference Exhibitors Only

**Six-foot table**                      **\$50**

This discounted price is available to any contracted conference exhibitor meeting the above criteria.

### OPERATION PARAMETERS

#### Personnel

All tables must have a person present in the booth during open hours. This person must have knowledge of the campus or institution's music opportunities for the target crowd. Booths cannot consist merely of printed materials left on the table.

Other than for multiple campuses of the same university, tables may not be shared between institutions.

#### Distribution of Materials

All materials distributed must relate directly to the institution's music opportunities for the high school students attending. Distribution is limited to "official" printed college/institutional literature and CDs or DVDs of performing groups representative of the institution.

Posters, logo signs, pins, stickers, T-shirts, pens, pencils and other novelty items may not be distributed to any participants. Students may be asked to volunteer personal data, and business cards for the institution may be distributed by the booth representative.

#### Miscellaneous Information

Auditions, whether formal or informal, may not be held.

Verbal or written offers of scholarships may not be offered to any students during the course of the show or the students' All-Northwest/All-State experience in Spokane.

Schools not purchasing tables are not permitted to have representatives visit this area during the show.

Audio/video equipment is prohibited, though a laptop is permissible. Sound must be confined to the exhibitor's space.

# MENC NORTHWEST DIVISION

## COLLEGE/CAREER FAIR

### DISPLAY TABLE CONTRACT

Saturday, February 14, 2009  
Spokane Convention Center

1ST ANNUAL

1,000  
MENC  
All-Northwest  
honor group  
high school  
musicians

600  
WMEA  
All-State  
honor group  
high school  
musicians



Setup—4:30 PM  
Show—5:30-7:30 PM

\_\_\_\_\_  
School or Organization Name

\_\_\_\_\_  
Designated Contact Person

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City/State/Zip

(\_\_\_\_\_) \_\_\_\_\_  
Phone

(\_\_\_\_\_) \_\_\_\_\_  
Fax

\_\_\_\_\_  
Email

\_\_\_\_\_  
Department website

Please circle the category(ies) which best describes your school or organization.

- College/University Music Department
- Community College Music Department
- Arts School
- Music Trade School
- College/University Performing Ensemble
- Community Music Organization
- Youth Music Organization
- Military Music Organization

### Fee Due

Basic Fee ..... \$100      \$ \_\_\_\_\_  
**OR**  
 Conference Exhibitors' Special Rate ..... \$50      \$ \_\_\_\_\_

### Method of Payment

**Check** – Number \_\_\_\_\_ *Make out to **WMEA***

**Credit Card** – *MasterCard or VISA only*

Number \_\_\_\_\_ Exp \_\_\_\_\_  
 Signature \_\_\_\_\_ 3-digit code \_\_\_\_\_

**Purchase Order** – *attach OR complete...* Number \_\_\_\_\_

Bill to (Institution Name) \_\_\_\_\_  
 Billing Address \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_

*Mail or fax signed contract with table payment to*  
**Gayla Stewart**  
 Conference Exhibits Manager  
 WMEA, Post Office Box 1117  
 Edmonds WA 98020-1117  
 425-771-7859 • 800-324-WMEA  
 (FAX) 425-776-1795

Organizations not sponsoring a College/Career Fair booth will not be permitted to have access to the area during setup or the event.

This organization hereby contracts for a table at the 2009 College/Career Fair. Table location will be assigned by the WMEA Exhibits Manager as described in the Fair Prospectus. This contract is subject to the rules and regulations as set forth in the Fair Prospectus.

\_\_\_\_\_  
 Authorized Representative Signature