## **MINICAST 2020 VENDOR TABLE SELECTION**

MiniCAST 2020 will be hosted on February 8, 2020 by Hurst-Euless-Bedford (HEB) ISD at the Pat May Center and the Gene A. Buinger Career & Technical Education Academy.

The vendor tables will be set up in the Gene A. Buinger Career & Technical Education Academy (Building E) at 1849 Central Drive, Bedford, TX, 76022.

Some vendor tables will be on the first floor near the cafeteria, second dining cafe, and down hallways near session classrooms. Other vendor tables will be on the second floor near session classrooms and down major hallways. *Please note:* There is only ONE elevator to transport materials to and from the second floor.

For each paid booth registration fee, you have the choice of either an 8-foot space or 16-foot space (both options are included in your fee). If you only need 8-feet, then please only select ONE table from the map. If you need a 16-foot space, then select TWO tables located next to each other on the map.

Some tables have access to electricity, while others do not. The tables that have access to electricity are colored YELLOW on the map. The tables that DO NOT have access to electricity are colored RED on the map. Some of the outlets are not close enough to the tables for shorter power strips, so they may require longer extension cords. If you need electricity, please bring an extension cord (if possible).

TABLE SELECTION INSTRUCTIONS: After you have paid your table registration fee via BusyConf, then you will use this Sign—Up Genius to make your table(s) selection. If for some reason you make a table selection prior to paying your registration fee, your table will be dropped and made available for others to choose. Use the link to view the map to decide which available table(s) you are most interested in. Please enter both your company name and your name in your table selection slot.

If you have any concerns, feel free to contact me:

Lakesha Mitchell
PK-12 Director of Science
Richardson ISD
lakesha.mitchell@risd.org

Text: (972) 365-4185