



**Michigan School Business Officials**

**Rules and Regulations for  
MSBO Annual Conference & Exhibit Show Exhibitors**

**April 18 – 19, 2018  
Cobo Center, Detroit**

We need to work together to ensure a great exhibit show for both MSBO members and exhibitors. We believe the following procedures will enhance everyone's exhibit experience.

1. Promote your products and services within your designated booth. This includes the passing out of flyers and promotional materials.
2. We recommend no more than four vendors in each booth space so that it is not overcrowded. Insure that all booth items and staff fit into your designated booth space.
3. Use of the MSBO logo is reserved for MSBO Partners, who have gone through a lengthy endorsement process. If you are not an MSBO Partner, you are not allowed to use it in your promotional materials.
4. The Exhibit Show concludes at 1:00 pm on Thursday, April 19, 2018. We encourage all exhibitors to breakdown and remove their booth after that time.

Thank you for joining us in Detroit and enjoy the show!

If you have any questions concerning these rules and regulations, please contact Patty Lenneman at [plenneman@msbo.org](mailto:plenneman@msbo.org) or call 517.327.2584