



MCF - Shakopee Transitions Fair
Tuesday, April 12, 2016
8:00am - 2:00pm

Lunch will be provided between 11:00am - 12:00pm
Due to Security procedures, you will be unable to leave the facility for lunch.

- I will attend the MCF - Shakopee Transitions Fair
- I will not be able to attend the MCF - Shakopee Transitions Fair
- I will be unable to attend; please display our organization's information

Name of organization: _____

Representative Name(s):	Date of Birth	D. L. #
1. _____		
2. _____		
3. _____		

Organization Address: _____

Purpose of Organization:
 (what are you offering) _____

Contact Person: _____ Telephone #: _____

E-Mail Address: _____

PLEASE CHECK AND/OR LIST THE EQUIPMENT YOU MAY NEED FOR YOUR DISPLAY AREA:

- Table Chair(s) _____ Outlet
- AV equipment _____ Other _____

**Please mark appropriate display you will have if applicable: Table Display Floor Display

***All DVD's/VHS/CD's etc. needs prior approval**

Please send or fax your response by **March 17, 2016**. We will send a confirmation letter and a map to the facility. Thank you.

To: MCF-Shakopee
 Sandy Hand or Alisha Lacina
 1010 West Sixth Avenue
 Shakopee, MN 55379

Contact Information:
 Phone: (952) 496-4921 or (952) 233-3861
 Fax: (952) 496-4922
 E-Mail: Sandy.Hand@state.mn.us
Alisha.Lacina@state.mn.us