



START YOUR ENGINES! — Vendor registration for the MAS 96th Annual Convention has officially opened! This year, we're shifting into high gear with a racetrack-themed convention that's all about driving success, accelerating connections and putting you in the fast lane!

▶ **Where To Find What You Need**

- **Booth Rates & Registration Options** – Page 3
- **Sponsorship Opportunities** – Page 2
- **New Room Block Policy** - See below
- **Tentative Agenda** – [Linked here](#) or on MAS Website
- **Exhibit Hall Schedule & Floorplan** - See below and [click here for floorplan](#).

❏ **Instructions:** You may submit your completed form via one of the following methods: [Member Login Portal](#), Email Form to: annualconvention@massup.org; Mail: MAS Office, 793 N. President St., Jackson, MS 39202; Fax: 601.353.2749.

▶ **Early Bird Online Rate:** Vendors that register through the [Member Login](#) portal from now until **Wed. April 23** will enjoy a special online early bird rate! If you prefer to email, fax, or mail in a form, you will receive the regular rate until **Tues. May 6**

❏ **New!! Hotel Room Block Policy:** You must register first to receive hotel room block details.

- If registering through the MAS Member Login Portal, your confirmation email will automatically include the hotel list and booking links.
- If registering via email or mail, be sure to include your email address so hotel info can be sent directly.

▶ **Exhibit Hall & Bulk Space Setup Details**

- **Bulk Space Setup Begins:** Sunday, June 8 at **9:00 AM**
→ Move-in times will be scheduled and coordinated with CDS
- **Booth Setup:** Begins Monday, June 9 at **10:00 AM (tentative)**
→ All booths must be fully set up by **4:00 PM Monday (tentative)**
- **Exhibit Hall Hours:**
→ Tuesday, June 10: **8:30 AM – 3:00 PM**
→ Wednesday, June 11: **7:30 AM – 1:00 PM**
- **Breakdown:** Begins Wednesday at **1:00 PM**; all vendors and equipment must be moved out of the expo hall and convention center grounds **by 5:00 PM**, Wednesday, June 11. MCCC will tow equipment not removed from the grounds.

❏ **Portal Instructions:** To register for the 2025 MAS Annual Convention, visit <https://www.mssupervisors.org> and click "[Member Login](#)" in the top-right corner. Log in with your email and password, then select your company profile. If purchasing a booth, click "[Expo Show Registration – 2025 Convention](#)" located on the right side under "Event Tasks". Submit your top 3 booth preferences and select add-ons (bulk space, additional booths or program ad). Once submitted, you'll be redirected to the event portal. **You must click Yes and complete this step to sign up as an exhibitor.** Click "Register" in the top-right corner, choose your attendees or create new ones (*if not listed*), and select the correct registration fee by each name. Check the cancellation policy, add sponsorships if desired, then click "Add to Cart," proceed to checkout, and select "Pay Later" to complete your registration. Payment cannot be accepted through the portal—an invoice will be emailed to you. If you are not purchasing a booth, click the "[2025 Annual Convention Portal](#)" link instead and follow the same steps. For login help, contact annualconvention@massup.org.

▶ **Cancellation and Refund Policy:** Cancellations must be submitted in writing to annualconvention@massup.org by **May 6, 2025**. Refunds are subject to a \$150 service charge. Registrations not canceled by this deadline will be due in full, regardless of prepayment status, plus the service charge. No refunds will be issued for cancellations received after **May 6, 2025**. Eligible refunds will be processed after the meeting concludes.

❏ **Payment Policy:** Payment **must** be received at the MAS office **before** the start of the convention.

▶ **Stay Tuned:** This year's Exhibit Hall is getting a few turbocharged upgrades! More details coming soon — don't blink, or you might miss what's ahead.



VENDOR REGISTRATION FORM

Premier Sponsorships: Specific benefits vary by package (*see options below*). Sponsorship and benefits may be split with a second company (*requires MAS approval*).

Sponsorship Package	Cost	Available	Benefits
Luncheon	\$8,500	2	8 attendees, 1 exhibit booth, 1 10' x 30' bulk space, and program ad.
Breakfast	\$7,750	1	7 attendees, 1 exhibit booth, 1 10' x 30' bulk space, and program ad.
Lanyards	\$6,500	1	6 attendees, 1 exhibit booth, 50% off 10' x 30' bulk space, logo on attendee lanyards, and program ad.
Networking Exhibit Hall Lounge	\$5,000	3	5 attendees, 1 exhibit booth, 50% off bulk space (10' x 30'), program ad, and overhead lounge banner with company name/logo.
Door Prize Tickets	\$4,000	1	Company logo on door prize tickets distributed to all attendees, registration for 4 attendees, and program ad.
Wi-Fi Sponsor	\$3,750	1	4 attendees, logo featured on Wi-Fi signage, and program ad.
Registration Desk	\$3,750	2	4 attendees, branding at registration desk, tabletop signage, and program ad.
Break Refreshments	\$3,500	3	3 attendees, tabletop signage at refreshment stations, and program ad.
Coffee Station	\$3,500	2	3 attendees, tabletop signage at each coffee station, program ad. Please ship coffee cups and/or sleeves with your logo to MAS; items will be displayed on Tuesday, June 10 or Wednesday, June 11.
Drink Station	\$3,500	2	3 attendees, tabletop signage at each drink station, program ad. Please ship branded koozies with your logo to MAS; items will be displayed on Tuesday, June 10 or Wednesday, June 11.

Platinum/Gold Sponsorships: Specific benefits vary by package (*see options below*). Up to 5 additional attendees may be registered per company.

Other Sponsorships	Cost	Available	Benefits
Platinum Sponsor	\$1,650	Unlimited	2 attendees, listing in brochure and follow-up magazine.
Conference Bags <i>Platinum Add-on Only</i>	Donate	1	Donate 600 branded bags (shipped to MAS). 1 attendee pass, program ad, and Platinum Sponsor recognition. Requires separate registration (e.g., exhibit, sponsor, attendee etc.)
Gold Sponsor	\$950	Unlimited	1 attendee, listing in brochure and follow-up magazine.
Branded Pens <i>Gold Add-on Only</i>	Donate	2	Donate 600 branded pens (shipped to MAS). 1 attendee pass, program ad, and Gold Sponsor recognition. Requires separate registration (e.g., exhibit, sponsor, attendee etc.)
Kids Zone Games	Donate	Unlimited	Contact Stephanie Spangler at annualconvention@massup.org



VENDOR REGISTRATION FORM

Company Name: _____ Submission Date: _____

Exhibit Booth: Each booth package includes registration for two attendees with one 10’w x 10’d exhibit booth, with 8’h back drapes and 3’ h side dividers; one booth sign; one 6’ skirted display table and two chairs. **Pre-registration cutoff date- May 28. [Floorplan linked here!](#)**

EARLY RATE Register Online By April 23	REGULAR RATE April 24 – May 6	LATE RATE May 7 –May 27	ONSITE RATE May 28 – June 12
Want to Save? Check the early bird rate in the member portal only!	Member/State Agency: \$1025	Member/State Agency: \$1125	Member/State Agency: \$1225
	Non-member: \$1075	Non-member: \$1175	Non-member: \$1275

Exhibit Booth Add-On Cost: Rate only applicable with the purchase of 1 booth or **add-on** to premier, gold, or platinum **sponsorship**. Includes one additional attendee pass per additional booth that is added.

EARLY RATE Register Online By April 23	REGULAR RATE April 24 – May 6	LATE RATE May 7 – May 27	ONSITE RATE May 28 – June 12
Want to Save? Check the early bird rate in the member portal only!	Member/State Agency: \$625	Member: \$725	Member/State Agency: \$825
	Non-member: \$675	Non-member: \$775	Non-member: \$875

Individual Attendee Registration: For attendees who wish to attend but not sponsor or purchase booth. Rate is based on per registrant and date registration form is received. *(Additional attendees not applicable)*

EARLY RATE Register Online By April 23	REGULAR RATE April 24 – May 6	LATE RATE May 7 –May 27	ONSITE RATE May 28 – June 12
Want to Save? Check the early bird rate in the member portal only!	Member/State Agency: \$650	Member/State Agency: \$675	Member/State Agency: \$775
	Non-member: \$700	Non-member: \$750	Non-member: \$850

Additional Attendees: *Only sponsors and exhibitors may add additional attendees at the additional attendee rate.*

EARLY RATE Register Online By April 23	REGULAR RATE April 24 – May 6	LATE RATE May 7 – May 27	ONSITE RATE May 28 – June 12
Want to Save? Check the early bird rate in the member portal only!	Member/State Agency: \$350	Member/State Agency: \$375	Member/State Agency: \$475
	Non-member: \$375	Non-member: \$425	Non-member: \$525

Program Ad: Feature your business card ad in the official Program. Artwork should be 2.5" x 2.5" and submitted in (PNG or PDF) format. Artwork Deadline: **May 6, 2025** Please email to annualconvention@massup.org

- Member Rate – \$125
- Non-member Rate – \$175

MAS Affiliate Partner Membership: Accelerate your savings with Affiliate Partner perks: Discounted rates on booth space, bulk space, and attendee registration—plus first choice of preferred booth locations. [Click here or visit the MAS website to view benefits and membership application.](#)



VENDOR REGISTRATION FORM

Company Name: _____ Submission Date: _____
(As You Would Like Printed on Signage)

Kindly check the appropriate boxes for your registration selections and complete all required fields with specific details.

- ☐ Booth _____ (Enter Your Top 3 Booth Preference, [Floorplan linked here](#))
- ☐ Additional Booth: _____ (Enter Your Top 3 Booth Preference for Your Second Booth)
- ☐ Bulk Space Dimension: _____ (How Many Pieces of Equipment Will You Be Bringing?)
- ☐ Premier Sponsorship: _____ (Enter Premier Sponsorship Selection)
- ☐ Platinum or Gold Sponsorship: _____ (Enter Your Sponsorship Selection)
- ☐ Individual Attendee: _____ (Check box if not sponsoring or exhibiting)

Add Ons:

- ☐ Program Ad: _____ (Ad must be 2.5' x 2.5' submitted in (PNG or PDF) by **May 6 for approval**)
- ☐ Additional Attendees: _____ (Number of Additional Attendees)
- ☐ MAS Affiliate Partner Membership: _____ (Subject to MAS Board approval)

Premier Sponsors Only:

Program Ad Submission: Premier sponsors can either submit a 2.5' x 2.5' ad (in PNG or PDF format) or request MAS to create the ad. Please confirm below if you want MAS to create the ad and provide the necessary details.

Artwork Deadline: **May 6, 2025.** Please email to annualconvention@massup.org

- ☐ I will provide my comp'd program ad (premier sponsors only)
- ☐ Please create the program ad using the information below. (premier sponsors only)
 - Point of Contact Name: _____
 - Email Address: _____
 - Phone Number: _____
 - Website: _____
 - Mailing Address: _____
- Optional:**
 - Slogan/Tagline: _____

Total Registration Fee: \$ _____

☐ Check Enclosed (No. _____) or ☐ Bill Me

Bill to Attention: _____

Title: _____

Email: _____

Phone: _____

Mailing Address: _____

MAS USE ONLY		
Date Rec'd/Processed:		
Booth(s) Assigned:		
Total Due:		
Paid:		
MS REG		
QB REG		
Other/Notes:		

*** Add Attendee Names on the Next Page***



VENDOR REGISTRATION FORM

Company Name: _____ Submission Date: _____
(As You Would Like Printed on Signage)

Attendee Names: *(2 Comp'd w/Booth Purchase)*

_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)

Additional Attendee Names:

_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)

Make checks payable to MS Association of Supervisors. Mail checks and registration forms to 793 N. President St., Jackson, MS 39202, or email to annualconvention@massup.org or Fax to MAS Office at 601.353.2749 Attention to MAS Event Staff.