



**SUMMIT**

**Santa Cruz Beach Boardwalk, September 19, 2008**



## Exhibitor & Sponsor Set-up Guide

Thank you for your participation in the *Green Trade Network Summit*.

Please find instructions below for submitting your advertising materials and tabletop Exhibit information.

Please submit your ad as a file attachment to Cristina Polese ([cristina@mbita.org](mailto:cristina@mbita.org)).

If the file size exceeds 10 Mb please submit your artwork in a CD and mail it to:

**MBITA**

**P.O. Box 523, Santa Cruz, CA 95061**

Ads must be received no later than **September 5, 2008**.

Artwork must be camera ready and 300dpi resolution. Accepted formats are PDF, EPS and JPG. If you have any questions please call MBITA at 831-335-4780.

Ad sizes are 1/8 page, 1/4 page, 1/2 page and full page with the following dimensions:

**Full page: 6" x 8"**

**1/4<sup>th</sup> page: 4" x 3"**

**Half page: 6" x 4"**

Horizontal ads are required. Vertical ads are accepted only for half page. For special requests please contact us directly.

Electricity is available at the exhibit area upon request. Table-tops are 6' x 3', and Main and Luncheon sponsors have 10' x 10' exhibit space.

Set-up for all Exhibitors will be on September 19<sup>th</sup> at 7:00am at the Santa Cruz Beach Boardwalk 'Cocoanut Grove'.

**Santa Cruz Beach Boardwalk 'Cocoanut Grove'**

**400 Beach Street**

**Santa Cruz, CA 95060**