



# AEROSPACE STATES ASSOCIATION



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## NEW MEXICO AEROSPACE & AVIATION DAY JANUARY 23, 2019

### SPONSOR EXHIBIT INFORMATION FORM

On Wednesday, January 23, 2019, the Aerospace State Association in conjunction with the NM Airport Managers Association will once again host the NM Aviation-Aerospace Day at the NM State Capitol from 8AM till 12PM. There will be 24 exhibits spaces this year. A confirmation as well as a reminder e-mail with the final layout will be sent prior to January 23<sup>rd</sup> to the Exhibitor Main Contact.

**LOCATION:**

The New Mexico State Capitol Roundhouse  
490 Old Santa Fe Trail  
Santa Fe, NM 87501

**TIME:**

Building Opens at 7:00 AM  
Exhibits Run from 8:00 AM to 12:00PM  
Breakdown Exhibits By 3:00PM

**IMPORTANT INFORMATION:**

- A thirty minute loading/unloading zone is available for your use in the Southeast parking lot - corner of Old Santa Fe Trail and Paseo de Peralta.
- There is no access to the underground parking area.
- Nothing may be taped to the capitol building walls or floors.
- Balloons, open flames and dangerous materials are not permitted.
- Please do not leave your booth unattended. The NM State Capitol Building will not be responsible for personal items left in or around your booth.
- Sale of items is not allowed at any exhibit or public areas of the state capitol building or capitol grounds.
- Donations cannot be solicited. This includes monetary transactions for memberships.
- You will be provided one table and two chairs for each table. We will not be providing extension cords or surge protectors.
- Royal Blue Table coverings will be provided.
- Booth take down @ 3:00 p.m.
- NMDOT will pick up tables and chairs @ 3:00 p.m.
- It will be another super fun day with bright smiling faces sharing their LOVE for aerospace and aviation!!

If anyone has any questions or needs any additional information please email Colette Schobbens at [cschobbens@nmml.org](mailto:cschobbens@nmml.org) or call 505-992-3515.