



**County Officials Association of Tennessee**  
***Kristie Maxwell & Claudia Peeler***  
***Tipton County Trustee & Register of Deeds***  
***Vendor Co-Chairs***  
***P O Box 487***  
***Covington, TN 38019***  
***901-476-0211 or 901-476-0204, fax 901-476-0239***  
***[rttrustee@bellsouth.net](mailto:rttrustee@bellsouth.net)***

August 6, 2013

Dear Sir or Madam:

The County Officials Association of Tennessee will be holding their 45th annual convention November 6-8, 2013 at the Embassy Suites in Murfreesboro, Tennessee. Joining together for this annual event are Trustees, Registers of Deeds, County Clerks, and State Court Clerks from every corner of this great state. We hope you will join us as our special guest by becoming an exhibitor in our vending area or as a sponsor of some of our convention events.

Your participation will enable you to have direct contact with more than 350 county officials and their friends who are planning to attend this conference. Prize drawings, breakout sessions and coffee breaks in the vending area will ensure that you have ample contact with potential customers.

Display booth rental is \$500.00 for a single booth and \$800.00 for a double. Included in this price are chairs, backdrop, table, sign with your company name, electricity and wireless Internet. If you are interested in a special sponsorship in addition to your booth site there are openings for break sponsorships. There are a limited number of booths available, so in order to ensure booth space, please register as soon as possible by sending your check payable to County Officials Association of Tennessee, no later than October 15, 2013 to the address listed below. Any cancellations or refunds will be subject to a \$75.00 fee retained for expenses incurred. The cost covers only booth space. If you are interested in attending other convention functions, tickets will be available for \$45.00 per person per event.

The tentative set up time is between 2:00 pm – 5:00 pm on Tuesday, November 5, 2013 for the opening of the exhibitor show on Wednesday November 6 at 8:30 a.m. As we get closer to convention time, there may be some slight variations in these times and we will notify you of such.

This convention will be an excellent way to gain exposure for your product or services. If you have further questions please do not hesitate to call, 901-476-0211 or 901-476-0204 or by email at [rttrustee@bellsouth.net](mailto:rttrustee@bellsouth.net). We hope to hear from you soon. We look forward to seeing you in Murfreesboro in the fall!

Sincerely,

Kristie Maxwell/Claudia Peeler  
Vendor Co-Chairs

**Mail check to: COAT**  
Attn: Vending  
226 Capitol Blvd. #210  
Nashville, TN 37219

Enclosure: Exhibitor Reservation Contract