



# Florida Health Sciences Library Association

February 2008

## Vendor Instructions

### FHSLA 2007-2008 Officers

#### President

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#### Vice President / Program Chair

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#### Secretary

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#### Treasurer

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#### Immediate Past President

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- **Hotel Reservations:** Call the Vinoy at 1-888-303-4430 on or before *April 28th*. Mention FHSLA for the special room rate.
- **Shipping Materials:** Due to very limited storage space, boxes cannot be received by the hotel until after *May 23rd*.  
**Ship to:** Renaissance Vinoy Resort  
Attn: Randy Emerick, Event Manager  
Florida Health Sciences Library Association (FHSLA)  
501 5<sup>th</sup> Avenue N.E.  
St. Petersburg, FL 33701
- **Exhibitor Set-up:** Thursday *May 29*, 9:00 a.m. – 1:00p.m.
- **Internet Access & A/V Equipment:** Complete the attached Vinoy Exhibitor Order Form and return to me by *May 1st*.
- **Donations for the raffle & conference bags:** Please send to me by *May 15<sup>th</sup>*.

Contact [bawood@healthlib.usf.edu](mailto:bawood@healthlib.usf.edu) or (813)974-7907 if you have questions. We thank you for your support and look forward to seeing you at the 2008 FHSLA Annual Conference at the Vinoy.

Sincerely,

*Barbara A. Wood*

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Vice-President/ProgramChair