



5 April 2004

Dear Aerospace Enthusiast:

I invite you to consider exhibiting your organization at the fall 2004 meeting of the **National Council of Space Grant Directors** (see [www.spacegrant.org](http://www.spacegrant.org)) in Pasadena, California from 22 to 23 October 2004. Our meeting will be at the Sheraton in Pasadena (see [www.sheraton.com/pasadena](http://www.sheraton.com/pasadena)).

This meeting brings together the 52 state Directors for the NASA Space Grant Program and their staffs and affiliates. These people are intimately familiar with the over 800 affiliate institutions from academia, industry, government, and non-profit organizations that make up this national program. They are involved in workforce development, education at all levels, and research in science, engineering, aeronautics, aviation, and all areas of interest to NASA and the broader aerospace community.

Exhibitors will be provided a standard 8' × 10' space with one 32" × 72" table and two side chairs. This location is directly adjacent to the main meeting room and will be the break location. Exhibitor staff can reserve hotel rooms at the meeting rate by informing the hotel that the exhibit is for the Space Grant meeting. Exhibitor staff are also invited to join the meeting participants at the evening banquet on 22 October. During the meeting, participants will have a scheduled time in the agenda to



visit the exhibits and talk to exhibit staff. Exhibit setup is available at 6:30 pm on 21 October and removal should be completed by 3 pm on 23 October.

Please contact Irene Xavier, (858) 822-1597 (voice), (858) 534-7840 (fax), [ixavier@ucsd.edu](mailto:ixavier@ucsd.edu) to reserve a space.

Cost to Exhibit is \$500. Banquet Tickets for Exhibitors are an additional \$50, unless the full meeting registration fee is paid. For Space Grant Affiliates that pay the full meeting registration, the exhibit cost is reduced to \$250. Additional accommodations for power, audio or video equipment can be arranged for an additional charge. Checks should be made payable to the National Space Grant Foundation (Tax ID number 52-2288711). The limited exhibit space must be reserved by 8 October 2004.

I look forward to seeing you there!

William J. Byrd  
President

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