



## Kansas Association for Public Purchasing Professionals

TO: Potential Suppliers for the State of Kansas Government Agencies & Sub-divisions

### RE: REVERSE VENDOR FAIR!

Come meet, greet and connect with public purchasing professionals from various Kansas Governmental Entities! On May 15, 2019, from 9am to 2pm, the Kansas Association for Public Purchasing Professionals (KAPPP) will be hosting the **Reverse Vendor Fair** at the Topeka Capitol Plaza Hotel Maner Conference Center, 17<sup>th</sup> & Western, Topeka, Ks. Public entities from across the State of Kansas will provide information and will be available at display booths allowing YOU to make sales calls from booth to booth. The entities will include the State of Kansas agencies, universities, school districts, cities, counties, etc.

For the following fee structure, your company can make numerous calls in a matter of hours.

<b>Fee Structure</b>	\$120.00	for 1 attendee
	\$210.00	for 2 attendees
	\$275.00	for 3 attendees
	\$ 55.00	for each additional attendee

A Continental breakfast and a networking deli buffet lunch is included in registration price.

**Fee Includes:** \* Networking opportunity with governmental purchasing entities

\* Workshop (PTAC and SBA) \* Entity contact list \* Continental breakfast \* Buffet lunch

Please see the form attached to this letter for registration details. For further information regarding registration, contact event Chair, Janie Meeker at [jmeeker@kumc.edu](mailto:jmeeker@kumc.edu) (preferred) or 913-588-1130 with any questions.

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# Kansas Association for Public Purchasing Professionals

## SUPPLIER REGISTRATION REVERSE VENDOR FAIR May 15, 2019

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

**REGISTRATION FEE:** \$120.00 for 1 attendee  
\$210.00 for 2 attendees  
\$275.00 for 3 attendees  
\$ 55.00 for each additional attendee

**Note:** Continental Breakfast, Deli Buffet Lunch, and refreshments are included with each registration.

TOTAL AMOUNT SUBMITTED \$ \_\_\_\_\_

- Checks are to be made payable to: KAPPP (FEIN: 48-1107850)
- Visa or MasterCard payment can be made at <http://kappp.org>

**NEXT** - Send Registration Form along with Check or Payment Confirmation to: Linda Hubbart-Williams at [lhubbartwilliams@kumc.edu](mailto:lhubbartwilliams@kumc.edu) 21431 163rd Street, Basehor, KS 66007. Phone 913-588-7089

**Registration Deadline is Friday, May 3, 2019** by the close of business.

Attendee Name	Phone	E-mail

For further information regarding event or registration, contact Janie Meeker at [jmeeker@kumc.edu](mailto:jmeeker@kumc.edu) (preferred) or 913-588-1130

Capitol Plaza Hotel Website: [www.capitolplazahoteltopeka.com](http://www.capitolplazahoteltopeka.com)

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# **KAPPP REVERSE VENDOR FAIR 2019 AGENDA**

**MAY 15, 2019 9:00AM – 2:00PM**

8:00AM	BOOTH SET UP	KANSAS AGENCIES	SHAWNEE ROOM
8:30AM	VENDOR REGISTRATION		ENTRANCE HALLWAY
8:30AM	CONTINENTAL BREAKFAST		SUNFLOWER ROOM
9:00AM	RVF OPENING REMARKS		SHAWNEE ROOM
10:30AM	WORKSHOPS		SUNFLOWER ROOM
11:30AM	LUNCH – ALL BOOTHS CLOSED		SUNFLOWER ROOM
1:00PM	RVF REOPENS		SHAWNEE ROOM
2:00PM	RVF CLOSES – END OF EVENT		