

Dear Colleague:

It's almost time for this year's SEPA conference, to be held at the Lafayette Natural History Museum & Planetarium in Lafayette, Louisiana! I hope you will be able to join us from Tuesday, July 22 – Saturday, July 26, 2008 for a conference in Cajun country. Please note those dates — *the conference is in July this year, not June.*

The commercial exhibitor registration fee is \$275, which includes one delegate registration. Extra delegates can register at the regular registration cost of \$175 per person (or \$90 for one day). Forms for both situations are included with this letter. The conference theme is the old Cajun expression "*Laissez les bons temps rouler!*" — "Let the good times roll," or in a planetarium context, "Making astronomy fun."

Lafayette can be easily reached by car, and Lafayette Regional Airport (LFT) is served by American Eagle, Continental Express, Delta Connection, and Northwest Airlinck.

Lafayette has a subtropical climate. You can expect July to be *very* hot, and *very* humid, and afternoon thunderstorms are common. Happily, except the observatory trip, we will spend most of our time indoors.

The conference will feature trips to a public observatory and to Mulate's Cajun restaurant, a Messier Shootout, and all the great papers, presentations, and demonstrations we always have. Speakers will include Dr. Paulette Hebert from Oklahoma State University (formerly of the University of Louisiana-Lafayette) and Chair of the International Dark-Sky Association's Education Working Group. Dr. John J. Caldwell from York University in Toronto, a scientist working with the Kepler Mission set to launch next year, will be our banquet speaker.

The conference hotel will be the Holiday Inn-Lafayette, located near the I-10/I-49 interchange about a 15 minute drive from the museum. Room charges will be \$98 per night single or double, plus a 12% tax. Conference rooms will be held at this rate through July 7, 2008. The exhibitor area at the hotel will be an open atrium (the only place in town with ceilings high enough for portable planetaria!), very convenient to the SEPA hospitality suite and the hotel paper session rooms. A security guard or museum representative will be present there from noon on Tuesday, July 22, through noon on Saturday, July 26. You may begin setting up your exhibit any time after noon Tuesday, but must be clear of the area by noon Saturday.

Our planetarium is a 40 foot dome housing a Spitz A4 star projector and JHE controls for Elmo Omnigraphic slide projectors, special effects, a Sony VPH-1044Q video projector, and an Elmo EDP-6100 LCD projector to which you can directly connect a laptop. Although I strongly recommend planning to use a laptop, a Pioneer V7400 DVD player, TEAC P1120 CD player, and an Alesis LX2- ADAT tape player are also available – and yes, we can run that hot new laserdisc, too.

Most vendor presentations, and all of them requiring the planetarium dome, will happen at the Museum on Wednesday and Thursday. Because we hope to have more delegates than planetarium seats, we expect to divide the conference into two groups. While one group is seeing presentations in the planetarium, the other group will see presentations elsewhere. The groups will then switch so everyone will see everything. Please plan to make your presentation twice. There is always the possibility this scheme won't be needed, but it probably will.

Commercial presentation time in the planetarium and elsewhere is tied to sponsorship level, and four levels are available. I hope you will be able to sponsor one or more of the conference events. Whatever level you choose, it is much appreciated — planetarium conferences truly would not be the same without your presence and support!

If you have general questions about the conference, or would like to sponsor a conference event or refreshments before the Friday banquet, please contact me directly. To discuss technical needs in the planetarium or commercial exhibitor area at the hotel, contact Planetarium Technician Dexter LeDoux. If you have not been contacted by April Whitt about door prizes but would like to offer one, contact Assistant Planetarium Curator Charlotte Guillot. Finally, if you have special travel needs for arriving at Lafayette, contact Museum Education Curator Dawn Edelen. We will be glad to help as much as we can to make this an effective conference for you. All of our contact information is on the "General information" page included with this mailing.

Enclosed in this packet you should find the information you need to plan your trip to SEPA 2008. Three pages are particularly important: the "Commercial Exhibitor Registration Form," for your basic registration; "Commercial Exhibitor Conference Sponsorship," describing opportunities for sponsoring conference events; and "Commercial Exhibitor Presentations & Tech Requirements," allowing us to schedule your presentations and plan for your technical needs at the hotel exhibitor area as well as in your presentation.

I hope to see you at the conference!

Sincerely,

David E. Hostetter
Curator of the Planetarium
337-291-5547 (ph)
337-291-5464 (fax)
dhostetter@lafayettegov.net

SEPA 2008 Commercial Exhibitor Registration Form
*Registration includes exhibitor space and one delegate registration;
 extra delegates should register using the Delegate Registration Form*

Name: _____	
Title: _____	
Name for your name tag if different from above: _____	
Firm: _____	
Address: _____ _____	
City: _____	State: _____ Zip: _____
Phone: _____	Fax: _____
E-mail: _____	

Exhibit area located at the Holiday Inn–Lafayette, the conference hotel.
 Set-up begins noon, Tuesday, July 22, 2008. Disassembly ends by noon on Saturday, July 26.

Basic Registration (exhibit space & 1 delegate).....	\$275.00
Annual SEPA Dues (required; Full Members \$25; Associate Members \$15)..	\$ _____
Donation to SEPA Scholarship Fund (optional).....	\$ _____
Group photo (optional)(\$9 per copy).....	\$ _____
Subtotal 1	\$ _____

Spouse/Guest registration (select all that apply)

Spouse/Guest name(s): _____	
St. George Observatory trip & dinner.....	\$50.00
Thursday lunch.....	\$14.00
Dinner at Mulate’s Cajun Restaurant.....	\$35.00
Friday lunch.....	\$14.00
Friday banquet.....	\$26.00
Subtotal 2	\$ _____

Total (Subtotal 1 + Subtotal 2) \$ _____

Food Preferences (____ check here if you prefer vegetarian fare at all meals)

(____ check here if your spouse/guest prefers vegetarian fare at all meals)

Friday Banquet (Delegate)

Sliced Roast Beef ____ Caribbean Grilled Chicken ____ Vegetarian Plate ____

Friday Banquet (Spouse/Guest)

Sliced Roast Beef ____ Caribbean Grilled Chicken ____ Vegetarian Plate ____

Liability Release

I hereby release SEPA, its officers, the conference host, Lafayette Consolidated Government, the Lafayette Natural History Museum & Planetarium Foundation, and all their members from liability while traveling to, while at, and while returning from the 2008 SEPA conference.

Name: _____

Signature: _____ Date: _____

SEPA 2008 Commercial Exhibitor Conference Sponsorship

Sponsorship Levels

Saturn V

\$1000

Available sponsorships:

Bus trip Wednesday evening to St. George Observatory

Facility entry and dinner Wednesday at St. George Observatory

Bus trip Thursday to Mulate's Cajun Restaurant

Dinner Thursday at Mulate's Cajun Restaurant

Friday conference Banquet

General conference support

plus a 20 minute presentation in the planetarium dome if desired and recognition of your support

Titan II

\$750

Available sponsorships:

Lunch Thursday at the Museum

Lunch Friday at the conference hotel

Saturday morning brunch

St. George Observatory speaker (Dr. Paulette Hebert, Oklahoma State University, chair of the International Dark-Sky Association Education Working Group)

Friday banquet speaker (Dr. John J. Caldwell, York University, Kepler Mission)

General conference support

plus a 15 minute presentation in the planetarium dome if desired and recognition of your support

Atlas

\$500

Available sponsorships

Any of the morning or afternoon conference breaks

General conference support

plus a 10 minute presentation in the planetarium dome if desired and recognition of your support

Redstone

\$100

Available sponsorship

General conference support

plus a presentation in a non-dome paper session if desired and recognition of your support

Sponsorship Levels (see descriptions above)

<input type="checkbox"/> Saturn V.....	1000.00
<input type="checkbox"/> Titan II.....	750.00
<input type="checkbox"/> Atlas.....	500.00
<input type="checkbox"/> Redstone.....	<u>100.00</u>
Total.....	\$_____

In-kind sponsorship (value and description) _____

Payment

If you prefer, you may write separate checks for registration fees and sponsorships. Otherwise, please enclose a check for the total registration and sponsorship cost made out to LNHM&P Foundation, *or* use a credit card (if you wish to use a credit card but do not wish to send the card information through the mail, contact LNHM&P Administrator Nikki Chauvin at 337-291-5581 on Mondays, Wednesdays, or Fridays from 9 a.m. to 3 p.m.).

I'm sending a check made out to LNHM&P Foundation

Card Type (check one): Visa MasterCard

Card Number _____ Expiration Date _____

Name on credit card (please print clearly) _____

Please send this form by June 20 (with a check made out to LNHM&P Foundation if paying by that method) to

SEPA 2008 Commercial Exhibitor Registration
Lafayette Natural History Museum & Planetarium
433 Jefferson Street
Lafayette, LA 70501
337-291-5464 (fax) 337-291-5547 (planetarium office phone)

Thank you for your generous support of SEPA 2008!

SEPA 2008 Commercial Exhibitor Presentations & Tech Requirements

(This page must be accompanied by a Commercial Exhibitor Registration Form)

Name: _____ Firm: _____

Phone: _____ e-mail: _____

Please indicate your electrical or other technical needs for the commercial exhibitor area:

If you wish to make a presentation to the SEPA membership in the dome or a paper session, please fill out the following (please review your sponsorship level for important information about presentations):

Presentation Title: _____

Abstract: _____

Technical needs and/or equipment you will need to install temporarily in the planetarium (please estimate installation time into a traditional 40' dome): _____

To coordinate your technical needs if you plan a presentation in the planetarium, contact

Planetarium Technician Dexter LeDoux

337-292-5460 (ph)

337-291-5464 (fax)

dledoux@lafayettegov.net

For other questions, contact Planetarium Curator Dave Hostetter

337-291-5547 (ph)

337-291-5464 (fax)

dhostetter@lafayettegov.net

Important note: Because we expect more delegates than we have seats in the planetarium, please plan to repeat your presentation so everyone can attend.