

James Madison University

SWAM Opportunities Vendor Fair Agenda

Date: 8/3/2011

Exhibit Open Time: 12:30 pm

SWAM =(Small, Woman-Owned, and Minority-Owned Businesses)

Connect Individuals:

The James Madison University SWAM Opportunities Vendor Fair will connect displaying SWAM vendors with JMU departmental and other state agency buyers.

Create Opportunity:

James Madison University Procurement Services believes the first step to increasing the diversity of our supplier base is to educate vendors on how we do business. Vendors will learn valuable contact information, and learn more about how we post opportunities.

Contribute to the Future:

James Madison Universities mission states: "We are committed to preparing students to become educated and enlightened citizens who will lead productive and meaningful lives." Every purchase made by the University is intended to support this mission in some manner. Be a part of it.

Procurement Services Contact Address:

1031 South Main Street
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www.jmu.edu/procurement



Event Address:

James Madison University
1301 Carrier Drive
Festival Conference & Student Center
Harrisonburg, VA 22807

9:00 - 10:30	Vendor Display Set up / Unloading
11:00—12:15	Networking Lunch - Highlands Room
12:30 - 3:30	Vendor Fair—Ballroom
2:00—3:00	Vendor Refreshments - Allegheny Room
3:30—4:30	Vendor Display Tear Down

*Please Note: Absolutely no tear downs of booths are permitted prior to 3:30 . The fair has been advertised to campus buyers until 3:30 and vendors must keep their display up until 3:30. Those that tear down their booths early will not be invited back to future events. If staying for the entire event is an issue; please do not register.

***Registration Form and Payment Due by July 22, 2011**

***Refunds are not available for this event.**

