

PMI[®] LEADERSHIP SHOWCASE

Thursday, 8 October 2009

11:45 – 1:00 PM

PMI Leadership Institute Meeting

Orlando, Florida, USA

Showcase your community's best practices, tools, techniques and other important information!
Your community's contributions will enhance the October 2009 Leadership Institute Meeting!

BENEFITS OF THE LEADERSHIP SHOWCASE

- Unique Setting – Individuals from diverse cultures and industries assemble with a common interest: and share their community's best practices.
- Information Sharing – Discover the best practices, tools and accomplishments of other PMI components and communities presented at this mini-tradeshow.
- Honor – Showcase your community's accomplishments.
- Networking – Meet component and community leaders and distinguish them as one of your best resources while renewing old acquaintances!
- Leadership – Apply new insights learned from the Showcase to successfully guide your community's everyday practices.

HOW TO REGISTER

Complete the registration form by **15 September 2009**.

- Email Registration Form to: brianne.bangma@pmi.org

Please note:

Registration for the Leadership Showcase is separate from your personal registration to attend the PMI Leadership Institute Meeting.

PREPARATION FOR THE LEADERSHIP SHOWCASE

COMPONENT DISPLAY SET-UP

- Communities may set-up their displays from 10:30 a.m.-11:30 p.m., Thursday, 8 October 2009
- Communities will be provided tables for their displays. Table size is 6'x30" (1.8 m x 76 cm).
- Electrical power will be available to those who request this on their registration form.
- No telephone lines/internet connection will be available at tables.
- Display materials may NOT be adhered to any walls.

**** PMI reserves the right to increase or decrease individual exhibit space, as needed.***

**** Please register in advance! On site registrations will not be accepted since space may not be available.***

COMPONENT DISPLAY REMOVAL

Communities must remove all materials immediately at the close of the Showcase on Thursday afternoon at 1:00 p.m. Items left behind after **1:30 p.m.** will be discarded. Individual components will be responsible for all costs associated with participating in the Leadership Showcase, for example: additional printing, reproduction and shipping costs. Copy services will be available on-site. All copying charges are the responsibility of the individual component.

TRANSPORTING ITEMS

Information on shipping materials to Orlando for the Leadership Showcase will be communicated to Showcase participants as soon as it becomes available.

SHIPPING ITEMS BACK FROM ORLANDO

If you do not dispose of extra items or hand carry them back from the meeting, you may ship items using the convention center carrier. Please note individual community leaders are responsible for all packaging and shipping expenses.

ANNUAL LEADERSHIP SHOWCASE REGISTRATION FORM

Please **FAX or email** this form to Brianne Bangma, Leadership Institute Associate, by **15 September 2009 at +610-356-4647**

Community Name	
Community Leader/Representative	
Email Contact	
Phone Contact	
Tools/Type of Display	

Will you need electrical power for your display? Yes No

List any other special needs that your community may have?