

November 29, 2018

To Whom It May Concern:

The American Student Dental Association (ASDA) at Touro College of Dental Medicine is proud to announce its First Annual Vendor Fair to be held on Friday, February 22, 2019 from 10:00am to 1:00pm at the Touro College of Dental Medicine campus. As a new school, we see the Vendor Fair as an excellent opportunity for students and faculty to ask questions and be exposed to companies that are relevant in the current dental field. Our ASDA Executive Branch has experienced the educational value of these fairs and hope to share the same opportunity with our classmates. Touro currently has three classes, each with approximately 105 students. The first class began their clinical experience this past June, 2018. Many of these students have not yet attended a Vendor Fair and from their enthusiasm, we expect to have high attendance for this event.

Touro's ASDA Executive Team is officially inviting you to participate in this exciting event. The cost of registration is \$1,500 by January 1, 2019. After that date, the cost of registration is \$2,000. The deadline submit payments is January 25, 2019. We do have a limited number of openings for vendors and are contacting you first as a vendor that we have acknowledged as a leader in the current and future dental community. If you are interested in attending or would like more information, please contact tcdmasda@gmail.com for complete event information and our vendor registration form.

On the day of the event you will have access to a standard 6 foot table and 2 chairs per registered vendor. Furthermore, you must supply covers and banners for your table. Vendor location at the fair will be assigned randomly. Each vendor representative will be provided breakfast.

We will be hosting a raffle. If you would like to donate an item to raffle off, please include the item and value in the registration document attached.

If you are interested in hosting a Lunch and Learn program please let us know via e-mail and we will put you in contact our ASDA Lunch and Learn. Please note that the Touro College of Dental Medicine does not permit DSO's to host programs on-campus, but they are allowed to host off-campus events/presentations for our students to attend.

Thank you for your time and consideration. We look forward to seeing you at our vendor fair.

Sincerely,

Lana Hashim
Touro College of Dental Medicine ASDA President
tcdmasda@gmail.com

Touro College of Dental Medicine
ASDA's First Annual Vendor Fair
February 22, 2019 10am-1pm

Yes, we would like to participate in Touro's First Annual Vendor Fair

- Participating Vendor \$_____
- Raffle donation (include item and value)

Enclosed is a check for \$_____ payable to the **Touro College of Dental Medicine** for participation in the vendor fair.

Company _____

Please print your listing as you would like it to appear in the program

Contact Name _____

Phone _____

Email _____

Address _____

City _____ State _____ Zip Code _____

Please mail your contract and payment to:

Touro College of Dental Medicine- Student Affairs: c/o Karen Longo

19 Skyline Drive

Hawthorne, NY

10532