

# Class Proposal – Springfield MO – April 8-10, 2010

**DUE 120 DAYS PRIOR TO SHOW DATES in order to market your class properly.**

*(Please list one class per sheet)*

*Instructors are requested to have a booth in order to present a class.*

Presenter's Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Cell: \_\_\_\_\_ E-mail address: \_\_\_\_\_

**Class Type:** Hands-On with sewing machines *Hands-On class room for 16 - 20 students*  
Two Hours \_\_\_ Three Hours \_\_\_ Four Hours \_\_\_ All Day \_\_\_ (6 hours)

Hands-On without sewing machines  
One Hour \_\_\_ Two Hours \_\_\_ Three Hours \_\_\_ Four Hours \_\_\_ All Day \_\_\_ (6 hours)

Lecture/Demo  
45 min - One Hour \_\_\_ 45 min to one hour with a 1/2 hour break .

Stage Presentation – Free  Yes (30 minutes each)

Will you provide a project kit?  Yes  No Cost for kit \$ \_\_\_\_\_

**Class Title or stage presentation title:** \_\_\_\_\_

Class Description: Max. 60 words will be placed in brochure. An extended description may be submitted for the web site. Remember, the description and title of your class is very important to interest students. Make your class information stand out. Be descriptive and to the point. **You may use a separate paper for this description.**

\_\_\_\_\_  
\_\_\_\_\_

**Show Management DOES NOT provide digital projectors or computers. When ordered in advance, we can provide an overhead projector, flip chart and screen. We also provide irons, ironing mats and cutting mats. Please indicate below what you need for your class. Orders made at the show will be at instructor's expense.**

**Please check below if you need a flip chart or screen for your class.**

Flip chart  Screen  overhead projector  irons  ironing mats  cutting mats

**Rolling racks are NOT provided.**

Show Management cannot assume responsibility for any AV equipment. All digital projectors or computers must be furnished by the instructor at their own expense. Set up of **other** equipment is at the instructor's own expense. Electricity is provided in the classroom.

Instructor Bio: **On a separate paper**, please give us your bio. *Descriptions and bio's will be edited for length, content, and style.* Max. 40 words will be placed in the brochure. A full bio may be used on the web site. **Please submit a quality color photo of yourself for both show guides and web site.**

**Will you be teaching at other events in the same area within 90 days of our event?**  Yes  No

What show and where? \_\_\_\_\_

**Fax to: 515-282-4483, OR mail to: CDM Shows, 2724 2nd Ave., Des Moines, IA 50313 • 800-473-9464**