



MUSLIM UMMAH *OF* NORTH AMERICA

MUNA CONVENTION 2018



Assalaamu'Alaikum,

We would like to cordially invite you to take part in our upcoming **MUNA CONVENTION 2018** at **Pennsylvania Convention Center**. Your presence will do us great honor and we are looking forward to seeing you.

Please read this document. It has all the information you may need.

All Vendors will register booth through Online. You will receive an email after complete your booth bazaar registration.

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1. Convention Center Address

Pennsylvania Convention Center

1101 Arch St

Philadelphia, PA 19107 (North Broad St Entrance)

2. Registration Badges

MUNA will have a Bazaar Management booth setup in the bazaar (near right side of Bazaar Entrance facing the Bazaar). You can pick up your badges from that table. Each vendor will receive up to three badges per booth.

Note: Badges will be handed over only to the primary contact person with a valid ID. (Should bring a valid ID and the printed copy of the booth booking confirmation receipt). These badges will permit vendors to attend any session at the convention.

If you need additional information, please email

to MunaConvention2018.bazar@gmail.com cc MunaConvention2018.bazar@gmail.com

3. Booth Details:

1. 10' x 10' booth space
2. 8' high pipe & drape at rear
3. 3' high pipe & drape on both sides
4. One 6' x 2' skirted table
5. Two folding chairs
6. A colorful coordinated Booth sign (Header size 7" x 44")

4. Move In Information

Vendors will be able to move in and set up booth on **July 6th Friday start at 4 PM to 6:30 PM sharp or Saturday 7 AM to 9 AM** but we recommend vendors to setup on booths on Friday.

Note: if you have kids in this age please leave them at the Hotel or contact us on Vendor Management booth and will guide you to the assigned room in the Convention Center but children should be accompanied by an adult.

5. Move Out Information

Bazaar will be closed on Sunday July 8th by 3 PM, and all booths must be vacated by **4:00 pm**.

6. Unloading / Check in Details

Please bring your booth reservation confirmation with you to the convention. You will not be allowed to enter the loading dock area without this document and receipt of your booth bookings.

PLEASE DO NOT BRING MERCHANDISE WITH COMMERCIAL NUMBER PLATE VEHICLE INCLUDING RENTAL MOVING TRUCK. THAT WILL BE COST EXTRA LABOUR CHARGE. For commercial vehicle, only decorator will provide labor to help unload your merchandise. Non commercial vehicle can unload merchandise themselves to save cost. Please bring your own Dolly, carts to unload and bring

merchandise into your booth(s), otherwise vendor have to rent it.

Move your vehicles within 20 minute from the loading dock after unloading to make room for other vendors. Do not obstruct the bazaar aisles at any time. Your merchandise will not be unloaded if they do not fit inside your booth.

7. Bazaar Hours

Bazaar hours for all three days are below. You can enter the bazaar **one hour** before bazaar opening time for setting up. You must wear your vendor badge to enter the bazaar. **For security reason, no one will be allowed to enter the bazaar without a vendor badge.**

Bazaar hours are as follows:

Saturday: Bazaar Hours : 10:00 am – 11:00 pm

Sunday: Bazaar Hours : 10:00 am – 3:00 pm

8. Loading Dock Location & Directions

Vine Street Ramp Loading Dock, corner of Broad Street
Access to the Pennsylvania Convention Center Loading Dock Area (to move-in and move-out of events) is located off, on Vine Street.

See the attached Loading Dock layout.

9. Extra Chairs

All vendors will receive 2 chairs per booth. If you need additional chairs, then please bring your own. Please note that you are not allowed to move chairs from other areas such as prayer/ Dinning area, or program hall or other vendors.

10. Telecommunications (Internet) Services

Telecommunication service is provided by Convention Center. You pay for this service, the order form is attached.

Please order ASAP to take advantage of advance order prices.

For services and order inquires please contact

11. Electrical Services

Electrical service is provided by PCCA/ SMG. You pay for this service and Labour. Order form and prices for Electrical service is attached.

12. Decorator Services

We have arranged decorator service, if you are interested and need additional items (Glass showcase, extra table, chair, carpet., etc.) in your booth, please Contact **“Main Line Expo, Inc”** 780 Fifth Avenue Suite 160 King of Prussia, Pa. 19406 (610) 265-6200 FAX (610) 265-4606. Email: Patti@mainlineexpo.com . Please send an email @ by July 1st.

13. SHIPPING & RECEIVING SERVICE

This service is provided by “Main Line Expo, Inc”, They will receive and deliver your merchandise to your booth(s). There is a charge for this service. Contact info- Contact “Main Line Expo, Inc” 780 Fifth Avenue Suite 160 King of Prussia, Pa. 19406 (610) 265-6200, FAX (610) 265-4606. Email: Patti@mainlineexpo.com

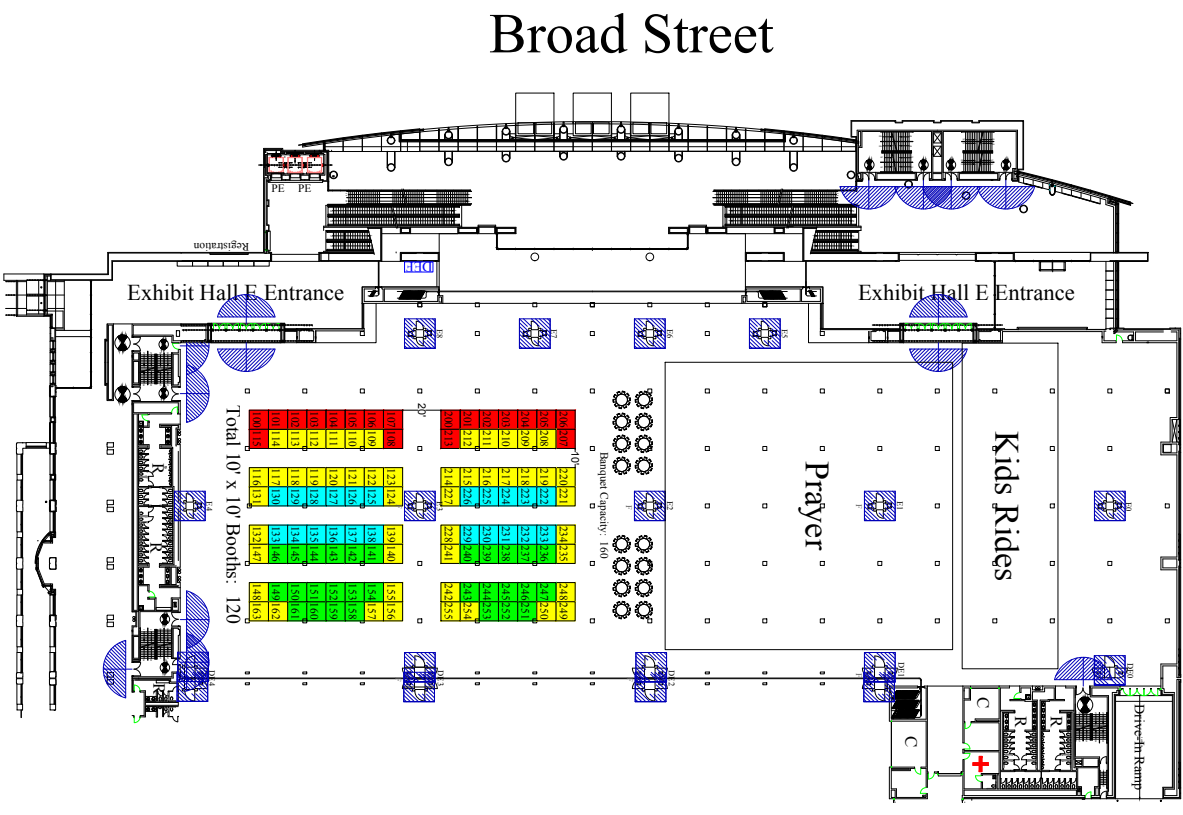
EXHIBITOR FAQ and EXHIBITOR WORK-RULE:

<https://www.paconvention.com/exhibitors/faqs-exhibitors>

LOADING UNLOADING ENTRANCE MAP



BAZAAR LAYOUT MAP



Banquet Capacity: 160

Total 10' x 10' Booths: 120

20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
206,208	219,222	232,236	245,250	258,258	271,278	284,288	297,297	310,306	323,318	336,324	349,336	362,336	375,336	388,336	401,336	414,336	427,336	440,336	453,336	466,336	479,336	492,336	505,336	518,336	531,336	544,336	557,336	570,336	583,336	596,336	609,336	622,336	635,336	648,336	661,336	674,336	687,336	700,336	713,336	726,336	739,336	752,336	765,336	778,336	791,336	804,336	817,336	830,336	843,336	856,336	869,336	882,336	895,336	908,336	921,336	934,336	947,336	960,336	973,336	986,336	1,000,336	1,013,336	1,026,336	1,039,336	1,052,336	1,065,336	1,078,336	1,091,336	1,104,336	1,117,336	1,130,336	1,143,336	1,156,336	1,169,336	1,182,336	1,195,336	1,208,336	1,221,336	1,234,336	1,247,336	1,260,336	1,273,336	1,286,336	1,299,336	1,312,336	1,325,336	1,338,336	1,351,336	1,364,336	1,377,336	1,390,336	1,403,336	1,416,336	1,429,336	1,442,336	1,455,336	1,468,336	1,481,336	1,494,336	1,507,336	1,520,336	1,533,336	1,546,336	1,559,336	1,572,336	1,585,336	1,598,336	1,611,336	1,624,336	1,637,336	1,650,336	1,663,336	1,676,336	1,689,336	1,702,336	1,715,336	1,728,336	1,741,336	1,754,336	1,767,336	1,780,336	1,793,336	1,806,336	1,819,336	1,832,336	1,845,336	1,858,336	1,871,336	1,884,336	1,897,336	1,910,336	1,923,336	1,936,336	1,949,336	1,962,336	1,975,336	1,988,336	2,001,336	2,014,336	2,027,336	2,040,336	2,053,336	2,066,336	2,079,336	2,092,336	2,105,336	2,118,336	2,131,336	2,144,336	2,157,336	2,170,336	2,183,336	2,196,336	2,209,336	2,222,336	2,235,336	2,248,336	2,261,336	2,274,336	2,287,336	2,300,336	2,313,336	2,326,336	2,339,336	2,352,336	2,365,336	2,378,336	2,391,336	2,404,336	2,417,336	2,430,336	2,443,336	2,456,336	2,469,336	2,482,336	2,495,336	2,508,336	2,521,336	2,534,336	2,547,336	2,560,336	2,573,336	2,586,336	2,599,336	2,612,336	2,625,336	2,638,336	2,651,336	2,664,336	2,677,336	2,690,336	2,703,336	2,716,336	2,729,336	2,742,336	2,755,336	2,768,336	2,781,336	2,794,336	2,807,336	2,820,336	2,833,336	2,846,336	2,859,336	2,872,336	2,885,336	2,898,336	2,911,336	2,924,336	2,937,336	2,950,336	2,963,336	2,976,336	2,989,336	3,002,336	3,015,336	3,028,336	3,041,336	3,054,336	3,067,336	3,080,336	3,093,336	3,106,336	3,119,336	3,132,336	3,145,336	3,158,336	3,171,336	3,184,336	3,197,336	3,210,336	3,223,336	3,236,336	3,249,336	3,262,336	3,275,336	3,288,336	3,301,336	3,314,336	3,327,336	3,340,336	3,353,336	3,366,336	3,379,336	3,392,336	3,405,336	3,418,336	3,431,336	3,444,336	3,457,336	3,470,336	3,483,336	3,496,336	3,509,336	3,522,336	3,535,336	3,548,336	3,561,336	3,574,336	3,587,336	3,600,336	3,613,336	3,626,336	3,639,336	3,652,336	3,665,336	3,678,336	3,691,336	3,704,336	3,717,336	3,730,336	3,743,336	3,756,336	3,769,336	3,782,336	3,795,336	3,808,336	3,821,336	3,834,336	3,847,336	3,860,336	3,873,336	3,886,336	3,899,336	3,912,336	3,925,336	3,938,336	3,951,336	3,964,336	3,977,336	3,990,336	4,003,336	4,016,336	4,029,336	4,042,336	4,055,336	4,068,336	4,081,336	4,094,336	4,107,336	4,120,336	4,133,336	4,146,336	4,159,336	4,172,336	4,185,336	4,198,336	4,211,336	4,224,336	4,237,336	4,250,336	4,263,336	4,276,336	4,289,336	4,302,336	4,315,336	4,328,336	4,341,336	4,354,336	4,367,336	4,380,336	4,393,336	4,406,336	4,419,336	4,432,336	4,445,336	4,458,336	4,471,336	4,484,336	4,497,336	4,510,336	4,523,336	4,536,336	4,549,336	4,562,336	4,575,336	4,588,336	4,601,336	4,614,336	4,627,336	4,640,336	4,653,336	4,666,336	4,679,336	4,692,336	4,705,336	4,718,336	4,731,336	4,744,336	4,757,336	4,770,336	4,783,336	4,796,336	4,809,336	4,822,336	4,835,336	4,848,336	4,861,336	4,874,336	4,887,336	4,900,336	4,913,336	4,926,336	4,939,336	4,952,336	4,965,336	4,978,336	4,991,336	5,004,336	5,017,336	5,030,336	5,043,336	5,056,336	5,069,336	5,082,336	5,095,336	5,108,336	5,121,336	5,134,336	5,147,336	5,160,336	5,173,336	5,186,336	5,199,336	5,212,336	5,225,336	5,238,336	5,251,336	5,264,336	5,277,336	5,290,336	5,303,336	5,316,336	5,329,336	5,342,336	5,355,336	5,368,336	5,381,336	5,394,336	5,407,336	5,420,336	5,433,336	5,446,336	5,459,336	5,472,336	5,485,336	5,498,336	5,511,336	5,524,336	5,537,336	5,550,336	5,563,336	5,576,336	5,589,336	5,602,336	5,615,336	5,628,336	5,641,336	5,654,336	5,667,336	5,680,336	5,693,336	5,706,336	5,719,336	5,732,336	5,745,336	5,758,336	5,771,336	5,784,336	5,797,336	5,810,336	5,823,336	5,836,336	5,849,336	5,862,336	5,875,336	5,888,336	5,901,336	5,914,336	5,927,336	5,940,336	5,953,336	5,966,336	5,979,336	5,992,336	6,005,336	6,018,336	6,031,336	6,044,336	6,057,336	6,070,336	6,083,336	6,096,336	6,109,336	6,122,336	6,135,336	6,148,336	6,161,336	6,174,336	6,187,336	6,200,336	6,213,336	6,226,336	6,239,336	6,252,336	6,265,336	6,278,336	6,291,336	6,304,336	6,317,336	6,330,336	6,343,336	6,356,336	6,369,336	6,382,336	6,395,336	6,408,336	6,421,336	6,434,336	6,447,336	6,460,336	6,473,336	6,486,336	6,499,336	6,512,336	6,525,336	6,538,336	6,551,336	6,564,336	6,577,336	6,590,336	6,603,336	6,616,336	6,629,336	6,642,336	6,655,336	6,668,336	6,681,336	6,694,336	6,707,336	6,720,336	6,733,336	6,746,336	6,759,336	6,772,336	6,785,336	6,798,336	6,811,336	6,824,336	6,837,336	6,850,336	6,863,336	6,876,336	6,889,336	6,902,336	6,915,336	6,928,336	6,941,336	6,954,336	6,967,336	6,980,336	6,993,336	7,006,336	7,019,336	7,032,336	7,045,336	7,058,336	7,071,336	7,084,336	7,097,336	7,110,336	7,123,336	7,136,336	7,149,336	7,162,336	7,175,336	7,188,336	7,201,336	7,214,336	7,227,336	7,240,336	7,253,336	7,266,336	7,279,336	7,292,336	7,305,336	7,318,336	7,331,336	7,344,336	7,357,336	7,370,336	7,383,336	7,396,336	7,409,336	7,422,336	7,435,336	7,448,336	7,461,336	7,474,336	7,487,336	7,500,336	7,513,336	7,526,336	7,539,336	7,552,336	7,565,336	7,578,336	7,591,336	7,604,336	7,617,336	7,630,336	7,643,336	7,656,336	7,669,336	7,682,336	7,695,336	7,708,336	7,721,336	7,734,336	7,747,336	7,760,336	7,773,336	7,786,336	7,799,336	7,812,336	7,825,336	7,838,336	7,851,336	7,864,336	7,877,336	7,890,336	7,903,336	7,916,336	7,929,336	7,942,336	7,955,336	7,968,336	7,981,336	7,994,336	8,007,336	8,020,336	8,033,336	8,046,336	8,059,336	8,072,336	8,085,336	8,098,336	8,111,336	8,124,336	8,137,336	8,150,336	8,163,336	8,176,336	8,189,336	8,202,336	8,215,336	8,228,336	8,241,336	8,254,336	8,267,336	8,280,336	8,293,336	8,306,336	8,319,336	8,332,336	8,345,336	8,358,336	8,371,336	8,384,336	8,397,336	8,410,336	8,423,336	8,436,336	8,449,336	8,462,336	8,475,336	8,488,336	8,501,336	8,514,336	8,527,336	8,540,336	8,553,336	8,566,336	8,579,336	8,592,336	8,605,336	8,618,336	8,631,336	8,644,336	8,657,336	8,670,336	8,683,336	8,696,336	8,709,336	8,722,336	8,735,336	8,748,336	8,761,336	8,774,336	8,787,336	8,800,336	8,813,336	8,826,336	8,839,336	8,852,336	8,865,336	8,878,336	8,891,336	8,904,336	8,917,336	8,930,336	8,943,336	8,956,336	8,969,336	8,982,336	8,995,336	9,008,336	9,021,336	9,034,336	9,047,336	9,060,336	9,073,336	9,086,336	9,099,336	9,112,336	9,125,336	9,138,336	9,151,336	9,164,336	9,177,336	9,190,336	9,203,336	9,216,336	9,229,336	9,242,336	9,255,336	9,268,336	9,281,336	9,294,336	9,307,336	9,320,336	9,333,336	9,346,336	9,359,336	9,372,336	9,385,336	9,398,336	9,411,336	9,424,336	9,437,336	9,450,336	9,463,336	9,476,336	9,489,336	9,502,336	9,515,336	9,528,336	9,541,336	9,554,336	9,567,336	9,580,336	9,593,336	9,606,336	9,619,336	9,632,336	9,645,336	9,658,336	9,671,336	9,684,336	9,697,336	9,710,336	9,723,336	9,736,336	9,749,336	9,762,336	9,775,336	9,788,336	9,801,336	9,814,336	9,827,336	9,840,336	9,853,336	9,866,336	9,879,336	9,892,336	9,905,336	9,918,336	9,931,336	9,944,336	9,957,336	9,970,336	9,983,336	9,996,336

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