

Reference list of Maine Agricultural Trades Show Interest Form questions



- To complete the actual form, please use the online application link at www.maine.gov/dacf/agtradesshow/participants
- This document lists sample questions to help applicants view in advance the types of questions that appear on the interest form.

Acknowledgment statement to complete application

Please let us know which of the following ways you learned about the show interest form:

Please choose the most common, or primary, way you service agriculture, forestry, food and/or natural resource system(s)? (If selected, you will have the opportunity to update categories)

Contact Information/Applicant Details

Organization Type - Please select the most applicable

Company/Organization/Agency. Please spell the full name. Example: MDACF would be entered as Maine Department of Agriculture, Conservation & Forestry.

Program or sub-division name. This is especially necessary for state and federal organizations or entities. Please do not use acronyms or abbreviations

Email - Applicant (this email will receive a confirmation updates)

Phone number

How to enter: ##### Do not use dashes or spaces.

Address Line 1

Address Line 2

City

State

Zip code

Website

Social Media

First Name - Applicant

Last Name - Applicant

Is the applicant also the point of contact during the event?

First Name - Primary on-site contact (if different)

Last Name - Primary on-site contact (if different)

Phone number - Primary on-site contact (if different).

How to enter: ##### Do not use dashes or spaces.

Are the address and billing address the same?

Email for billing

Billing - phone number

Billing Address - Line 1

Billing Address - Line 2

Billing Address - City

Billing Address - State ↕

Billing Address - Zip

I am interested in the following ways to participate in the show:

Which ways would you like to participate?

Review and learn more about the ways to participate www.maine.gov/agtradesshow/participants

Exhibit Space

Standard booth amenities: Please acknowledge and accept, or ask for a change order. If you do not accept, you will be taken to a screen to stop your application.

If awarded space, I would like to request the following change orders. Check all that apply.

If selected, do you plan to include any heavy equipment/machinery and larger items (e.g., farm tools or implements) in your booth space?

Please describe the space needs for the types of machinery, heavy equipment, larger items, etc.

Brief description of type of product or service to be displayed

Do you also wish to participate in other parts of the show in addition to Exhibit space? Please select one of the following choices:

What ways would you like to support the Listening Post? Please select one of the following choices:

Please check all applicable subject matter or expertise you would like to share:

How many volunteers do you estimate may be available?

If you have not already entered an email address, you may use this space to add the contact email address or multiple addresses for volunteers, if known.

Do you also wish to participate in more than the Listening Post, Business Advising portion of the show?
Please select one of following choices:

Meet and Greet Host

Do you also wish to participate in more than the Listening Post, Meet & Greet Host portion of the show?
Please select one of following choices:

Which of the following sponsorship opportunities do you prefer? Please select one of the following choices:

Hospitality Suite Sponsorship Options - Check all that apply

Would you like to host an activity on The "Maine" Stage or provide a monetary donation to promote The "Maine" Stage?

Which type of activity would you like to host on The "Maine" Stage? Please check all that apply.

Please provide a brief description of the activity(s) (200 character limit)

Brief description of your cooking demo, general prep plan, etc., including list of featured Maine ingredients.

Please describe why you feel the proposed content will be of value to show attendees?
How is it helpful and relevant to your target audience?

Do you also wish to participate in more than the Sponsorship portion of the show? Please select one of following choices:

Conference and meeting space

How many days would you like to rent space?

The default rental time is a single 60-minute time block for a single day, with theater style seating.
Do you need to request something other than the default choice?

What is your ideal time block for a single room if granted this reservation request?


What are the preferred time blocks for multiple, separate spaces, if granted this reservation request?

Default Room Setup is theater style, with a presenter's table at the front. (pictured) Do you need a different setup?

Please select your most likely preference from the following common room layout choices.

If you would like something else, please choose other and briefly elaborate.

What is your best estimate for the number of attendees per session? Select the most applicable option.

 Do you plan to offer pesticide re-certification credits? (Please note: you must have your credits approved separately by MDACF Board of Pesticides Control staff).

Please tell us more about your BPC re-certification credits request. Check all that apply.

Do you anticipate assessing a registration fee or requiring pre-registration?

Conference Host Name (Example: Maine Farmer Resource Network)

What is your proposed session title? Example: Organization ABC Annual Meeting


What is the brief overarching description for your session?

This should be a concise sentence or two that organizers can easily read and share to help promote the session.

Does your session include a longer description and agenda?

Do you have a webpage where you will post a description and/or agenda for your session?

If you do not have a web page address for your agenda, please leave this blank.

 It is okay to include a...

Who is your primary target audience for the topics?

Primary topic areas (Check all that apply)

Do you also wish to participate in more than the Conference Session portion of the show? Please select one of following choices:

Select today's date to verify your submission