

November 9, 2018

Dear Valued Sponsor:

Thank you for being a part of the Institute of Electronics Engineers of the Philippines (IECEP) 68th Annual General Membership and Convention through your support to the 2018 INTERNATIONAL ELECTRONICS CONFERENCE and EXPOSITION PHILIPPINES as one of our sponsors.

In our desire to make your participation in the 2018 Exposition more productive, we would like to invite one (1) of your representative to the Exhibitors' Orientation Meeting on November 19, 2018 1:00PM at the 7th Floor Function Room, Mallberry Suites Business Hotel, Limketkai Center, Cagayan de Oro City.

Agenda of the Exhibitor's Orientation Meeting will include the policies and guidelines for the exhibit area, schedule for the ingress/egress, details of your assigned exhibit booth and other important matters related to the overall event.

Furthermore, we would like to request in advance the following items:

1. Official high resolution logo for the convention sponsors' highlights
2. Company promotional video clips to be aired during the convention
3. Personnel list for the ingress, egress and manning of your booth for access permit
4. Company promotional fliers for the delegates' kit

You may send the above items through email at iecep4jatiko@gmail.com. It would be much appreciated if you can send us the above items on or before November 15, 2018. Kindly ignore above items if you have already submitted.

For more details, please contact Ms. Flor Ranoa at 09060790003.

We look forward to your attendance and collaboration for the success of this event.

Thank you very much and kind regards.



ENGR. ARTHUR MENCIAUS B. QUIBLAT
Convention Chairperson, North Mindanao

Noted by:



ENGR. ARIEL H. PADILLA, PECE, CESO V
President, IECEP Inc.

