

# IPPA 9TH ANNUAL REVERSE VENDOR TRADE SHOW

Passport to Possibilities  
November 4-6, 2020  
www.nigp-idaho.org

Gone Virtual!



## IPPA WANTS TO INVITE YOU TO OUR 9<sup>TH</sup> ANNUAL RVTS – *GONE VIRTUAL!*

### Vendor Instructions

#### 1 CREATE A VIDEO

- Introduce yourself
- Tell us about your company
- Tell us about your product(s)
- Let us know if you are on a State or other Cooperative Contract



Create a 30 second to 1-minute YouTube or Vimeo clip of your sales pitch.

This will make it easy to run searches for specific item(s).

#### 2 DESCRIBE IT

Write down a brief description and/or send one pdf attachment of any marketing materials. Make sure to add keywords that describe the product(s)

Keyword examples: Playground equipment, cleaning product, computer software, etc.

3

### EMAIL IT

Email your video and/or marketing material to:  
[communications@nigp-idaho.org](mailto:communications@nigp-idaho.org)



**ASAP!!**

Only send a YouTube, Vimeo or Dropbox link. Do not exceed 1 minute of video.

4

### POST IT

IPPA will post one video and/or one PDF marketing tool for each company that responds on our website - for FREE - to share with our members from now until 2 weeks post-event.

Idaho Public Purchasing Association website:  
[www.nigp-idaho.org](http://www.nigp-idaho.org)

*For more information about Idaho Public Purchasing Association:*

***Visit <https://www.nigp-idaho.org>***

If you have questions, please email:  
[RVTS@nigp-idaho.org](mailto:RVTS@nigp-idaho.org)

