

From: [Lindsay Welch](#)
To: [Lindsay Welch](#)
Subject: Fwd: Vendor Information Packet
Date: Wednesday, June 15, 2022 10:05:26 AM

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----- Forwarded message -----

From: **Sandy Graves** <SGraves@helmsbriscoe.com>
Date: Tue, Jun 14, 2022 at 08:10
Subject: Re: Vendor Information Packet
To: Michelle Archer <m.archer1618@gmail.com>
CC: Lindsay Welch <bbqwelch@gmail.com>, Brian Heintz <lbheintz@cabarruscounty.us>, Harold Bright <haroldbright@pamlicoschools.org>, Leon Nelson <leon.nelson@hollyspringsnc.us>, Scott Drew <sdrew@wilsoncountync.gov>, Todd O'Neal <toneal148@yahoo.com>

Oh okay. I thought you said in your previous email that every vendor was getting standard electrical power. In order for every vendor to be provided with standard electrical power, power drops will need to be run to those vendors (approx 18) without direct access to a wall outlet.

Sandy

Sent from my iPhone

On Jun 14, 2022, at 7:53 AM, Michelle Archer <m.archer1618@gmail.com> wrote:

Yes Ma'am, if memory serves me correctly, I believe that is what was done last year for those that needed power. I will verify again which vendors will need power.

On Tue, Jun 14, 2022 at 7:47 AM Sandy Graves <SGraves@helmsbriscoe.com> wrote:

Ok thanks Michelle. FYI- there are only a limited number of wall outlets - maybe 5-6 - in the River Concourse. For everyone else receiving standard power, a power drop will need to be ordered and run to any vendor table with no direct access to a wall outlet behind their booth.

Sandy

Sent from my iPhone

On Jun 14, 2022, at 7:40 AM, Michelle Archer
<m.archer1618@gmail.com> wrote:

Thank you Sandy,
I will stress this to them. I don't think that any of the vendors will have a need for anything other than a standard electrical outlet, and the board agreed to provide that to all vendor tables this year as part of the increase in vendor fees.

I will send you and Lindsay the booth assignments and list of representatives attending the conference soon.

On Tue, Jun 14, 2022 at 7:26 AM Sandy Graves
<SGraves@helmsbriscoe.com> wrote:

Thanks for the clarification. I wasn't sure if this was the initial packet. I'd stress in your email (or whatever form of communication that you are using to send these documents) that there is a cost savings to order in advance and a surcharge for ordering once on site.

Sandy
Sent from my iPhone

On Jun 14, 2022, at 7:10 AM, Michelle Archer
<m.archer1618@gmail.com> wrote:

No cover letter, this is just follow-up information that I email to our confirmed vendors. I have been in communications with these vendors throughout the planning process. I thought a cover letter was meant as an invite and to introduce our association. That letter was sent out at the beginning of the process.

On Mon, Jun 13, 2022 at 9:33 PM Lindsay Welch
<bbqwelch@gmail.com> wrote:

Is there a cover letter that goes with this.

On Mon, Jun 13, 2022 at 12:18 Michelle Archer
<m.archer1618@gmail.com> wrote:

All,
Please review the attached documents. This is the information I am going to send to our vendors.

Sandy and Lindsay, please let me know if any corrections are needed or information needs to be added.

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Yours in Service,
Michelle Archer
Ex-Officio
North Carolina Association
of School Resource Officers
Phone: 704-593-9911
Email: m.archer1618@gmail.com

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