

## THE 79th NYCESPA CONVENTION

SATURDAY, JANUARY 28, 2012

The New York Marriott at the Brooklyn Bridge, 333 Adams Street, Brooklyn, NY 11201

Conference Exhibit Hours: 7:45 a.m. - 1:15 p.m.

### EXHIBITOR REGISTRATION AND CONTRACT

(LATE/ON SITE REGISTRATION)

Company Name (as you wish it to appear in the program): \_\_\_\_\_

Corporate Exhibits Coordinator: \_\_\_\_\_

Exhibits Coord Email: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ ZIP + 4 \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Web Address \_\_\_\_\_

Name of Lead Representative: \_\_\_\_\_

Lead Representative's e-mail \_\_\_\_\_

*All future correspondence related to the convention will be sent by email to the email address provided above.*

Address of Representative (if different from corporate address):

\_\_\_\_\_

\_\_\_\_\_ ZIP + 4 \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

*N.B. Each cloth-covered table is approximately 6 feet x 3 feet. Only table-top displays are permitted unless special arrangements have been made with the Exhibits Chairman by January 15. Electrical service requires an additional fee. If you are bringing a commercially made display or need to project material, you may not exceed the 6x3 area without payment for an additional table. Please contact the Exhibits Chairman at 718-721-2444 or by email to nsherma@aol.com to discuss your specific needs. Onsite adjustments will not be made.*

#### EXHIBIT FEE PAYMENT SCHEDULE:

First table ..... \$ 725.00

\_\_\_\_\_ Additional tables @ \$375.00 per table ..... \$ \_\_\_\_\_

ELECTRICAL SERVICE – 500W outlet : \_\_\_\_ (Check only if needed) (includes 8.875% sales tax) ..... \$ 136.10

AMOUNT OF CHECK (Payable to: NYCESPA Convention) ..... \$ \_\_\_\_\_

**Payment in full is due by Friday, December 30.** If full payment is not received by that date, the Convention Vice President, at her discretion, may cancel the space and allocate it to another exhibitor. Reservations made after that date will be accepted on a space-available basis.

#### EXHIBITOR'S AGREEMENT

By signing this contract, the exhibitor agrees to abide by all terms, conditions and regulations set forth in this contract including the rules and regulations posted on the Information for Exhibitors section of the NYCESPA website:

**Authorized Exhibitor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please locate our table near, if possible: \_\_\_\_\_

**Do Not** assign near, if possible: \_\_\_\_\_