

# AER International Conference 2010 Exhibit Space Application & Contract

Register online at [www.aerbvi.org/2010conference](http://www.aerbvi.org/2010conference)

AER Exhibit Hall Dates: July 22–24, 2010

**AER International Conference Dates: July 21–25, 2010,  
Statehouse Convention Center, Little Rock, Arkansas**

Date: \_\_\_\_\_

## ORGANIZATION NAME:

Print organization name exactly as you want it listed in conference marketing materials and on your booth sign.

Exhibit Contact Person: \_\_\_\_\_

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

City, State/Province, Zip/Postal Code, Country: \_\_\_\_\_

Organization Phone: \_\_\_\_\_

Organization Fax: \_\_\_\_\_

Organization E-mail: \_\_\_\_\_

Organization Web Site: \_\_\_\_\_

Exhibit Contact Person E-mail: \_\_\_\_\_

## RESERVE EXHIBIT SPACE

Please reserve \_\_\_\_\_ 10' x 10' booth spaces for my organization.

Calculate 2010 Booth Fee (see chart)

Total # of 10' x 10' spaces times exhibit space fee: \$ \_\_\_\_\_

AER corporate members receive a discount on exhibit space.  
Visit [www.aerbvi.org](http://www.aerbvi.org) for membership information.

## BOOTH SELECTION

Indicate booth number from floor plan. Booths are assigned in order of receipt. AER does not guarantee assignment of preferences listed.

1st Choice(s): \_\_\_\_\_ 2nd Choice(s): \_\_\_\_\_ 3rd Choice(s): \_\_\_\_\_

Please do not place our booth near the following competitors:

## PAYMENT

Payment must be submitted in full with Exhibitor Contract.  
If invoice is needed, submit purchase order with contract.

Check made payable to AER \_\_\_\_\_ VISA \_\_\_\_\_ MasterCard \_\_\_\_\_

Card Number: \_\_\_\_\_ CSC: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Signature: \_\_\_\_\_

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

City, State/Province, Zip/Postal Code, Country: \_\_\_\_\_

## RULES AND REGULATIONS

Read AER Exhibit Rules and Regulations online at [www.aerbvi.org/2010conference](http://www.aerbvi.org/2010conference) before signing.

We understand that this application becomes a contract when signed by an authorized agent of our organization and accepted by AER. We agree to abide by all rules, regulations and restrictions outlined online at [www.aerbvi.org/2010conference](http://www.aerbvi.org/2010conference).

We understand that payment must accompany the contract. Should payment not be received in full, we understand that AER will not allow us to exhibit at the Conference. We agree to the space restrictions outlined by the booth type selection and understand that AER may at any time change the floor plan or our booth assignment prior to the conference.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

## CANCELLATION POLICY

All requests to cancel exhibit space must be made in writing to AER. If a cancellation is received on or before June 1, 2010, 50% of the total booth cost will be forfeited. AER will issue no refunds for exhibit space cancelled after June 2, 2010.

## SPONSORSHIP/ADVERTISING OPPORTUNITIES

We are interested in the following marketing opportunities. Please send me information.

- Conference Program Ad     Sponsorship  
 Commercial Presentation     AER Report Ad

## ORGANIZATION DESCRIPTION

Description of products/services to be exhibited. **Not to exceed 50 words.** Description will be published in the final conference program and the AER Web site exactly as written. **Please e-mail 50 word description to [exhibits@aerbvi.org](mailto:exhibits@aerbvi.org).** Include your organization name and contact information.

## REGISTERING EXHIBIT PERSONNEL

Each exhibiting organization is entitled to two AER Exhibit Hall badges. Additional Exhibit Hall badges are \$99. Exhibitors wishing to attend conference sessions must register as delegates.

Exhibit Hall Registrant # 1: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

Exhibit Hall Registrant #2: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

Keep a copy for your files. Register online at [www.aerbvi.org/2010conference](http://www.aerbvi.org/2010conference) or send the completed contract with payment or purchase order to:

Ginger Croce  
AER Exhibits  
1703 N. Beauregard St., Suite 440  
Alexandria, VA 22311-1744  
Phone: 703-671-4500, ext 203  
Fax: 703-671-6391  
E-mail: [exhibits@aerbvi.org](mailto:exhibits@aerbvi.org)

**Office Use Only:**

Date Rec'd \_\_\_\_\_ Conf \_\_\_\_\_