

Exhibitor Registration Form – PART A



Company Name: _____ ACA Member #: _____

Representative(s): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Day Phone: _____ Fax: _____

Email: _____ Website: _____

Description of product or service for program book (deadline: 8/15/09) _____

BOOTH LOCATION CHOICE: #1 _____ #2 _____ #3 _____ *Choice will be given based on order of registrations received.*

EXHIBIT HALL FEES

(circle one)

	by Aug 30	Premium Space	After Aug 30
ACA Business Affiliate	\$550	\$650	\$650 / \$750 (premium)
Non-Business Affiliate <i>(cost includes business affiliate membership)</i>	\$750	\$850	\$850 / \$950 (premium)
Non-Profit Organization <i>(limited to 6, premium space not available for non-profits)</i>	\$250	N/A	\$300

ADDITIONAL FEES

Electrical Hookup (add \$25) ___ Yes ___ No

Internet Hookup (\$75) ___ Yes ___ No

Will you donate a door prize? ___ Yes ___ No

EXTRA TICKETS

Monday Night Dinner @ \$25 each _____

Tuesday Desert Reception @ \$15 each _____

Wednesday Breakfast at \$15 each _____

PAYMENT INFORMATION Total Payment Due: \$ _____ Check Visa MasterCard AMEX

Credit Card # _____ Exp: ___/___ Security Code: _____

Billing Address: _____ City: _____ State: _____ Zip: _____

Name on Card: _____ Signature: _____

If paying by credit card, I authorize ACA, Southeastern to charge any outstanding balance to my method of payment if it has not been paid prior to August 30, 2009. ___ Yes

Make Check payable to: ACA Southeastern, 13000 S. Tryon Street, Suite F #310, Charlotte NC 28278

Questions? Contact Erica Rohrbacher at 919.402.4336 or email erica@acasoutheastern.org.

\$100 non-refundable deposit guarantees you a space in the Exhibit Hall. Balance due by August 30, 2009. Booth space is only reserved with a signature on Part A and Part B and payment in full (or deposit and full payment within prescribed deadline).

Authorized Signature

Date

PART B – Exhibitors Rules and Regulations

- 1. AGREEMENT FOR SPACE:** An agreement for booth space at the ACA, Southeastern Camping Conference will consist of both the signed application and signed Exhibitor Rules and Regulations. This will constitute an agreement to use the booth space, subject to all conditions, terms and regulations. ACA, Southeastern reserves the right to reject an application without cause.
- 2. PAYMENT FOR SPACE:** A 8'wide x 6' deep space, a covered 6' table, two chairs and a name sign will be provided for the Exhibit Booth cost. The deposit is \$100 and applies to the full fee. THE FULL FEE IS DUE August 30, 2009. No exhibitor will be allowed to exhibit at ACA, Southeastern Camping Conference without prior full payment for Exhibit Space.
- 3. SPACE CANCELLATION:** All fees paid prior to August 30, 2009 minus the \$100 deposit, are refundable. No refunds are given after August 30, 2009.
- 4. INSTALLATION and DISMANTLING:** The exhibitor agrees not dismantle the exhibit or do any packing before the closing of the exhibit hall. Goods must be packed for removal or shipment immediately following the closing of the exhibits. All goods will be removed at the expense of the exhibitor.
- 5. USE OF SPACE:** All sales activities, including, but not limited product demonstrations and actual "displays" must occur only within the confines of the assigned booth and booth space. Exceptions must have prior written consent of ACA, Southeastern. No exhibitor shall assign, sublet or share the allocated space with the knowledge and written consent of ACA, Southeastern.
- 6. NOISE-MAKING EXHIBITS:** Exhibits, which include the operation of musical instruments, radios, public address systems, video or audiotapes, CD's or DVD's, motion pictures, slide machines or any other noise making machines must be arranged so that the sound resulting from the demonstration will not distract, annoy or disturb any adjacent exhibitors or their patrons.
- 7. CIRCULARIZATION AND SOLICITATION:** Distribution or promotional materials may be made only within the booth assigned to the exhibitor presenting such materials. No firm or organization not assigned space in the exhibit hall will be permitted to solicit business within the exhibit area or in any other area that is part of the ACA, Southeastern Camping Conference.
- 8. LISTING IN THE OFFICIAL PROGRAM:** Exhibitor application forms and deposits must be received no later than August 30, 2009 for an exhibitor to be listed in the official program. After that date, an exhibitor may submit an application for a booth, but cannot be guaranteed a listing in the ACA, Southeastern Camping Conference official program. The exhibitor agrees to provide, in writing any information requested on the ACA, Southeastern Camping Conference exhibitor application form by August 30, 2009 and recognize that after that deadline, no additions or changes can be made.
- 9. INDEMNIFICATION:** The exhibitor agrees to hold harmless ACA, Southeastern, ACA, its chartered sections, officers, chairpersons, committee members, agents or staff members against any claim, damage, expense, or loss, including but not limited to reasonable attorney's fees, arising out of or being related to the exhibitors' participation in ACA, Southeastern Camping Conference.

I have read and agree to abide by the rules and regulations for exhibitors listed on this page.

Authorized Signature

Title

Date

Printed Name

Company Name