

CampEXPO2010 • Application and Contract for Exhibit Space • March 26th and 27th, 2010

Print or type information exactly as it should appear in the Buyers' Guide and on our website. **PRINT CLEARLY.**

COMPANY NAME: _____
ADDRESS: _____
CITY: _____ **STATE:** _____ **ZIP:** _____
PHONE: _____ **EXT.:** _____ **FAX:** _____
CONTACT PERSON: _____ **CONTACT PERSON'S TITLE:** _____
EMAIL ADDRESS: _____ **URL ADDRESS/WEB SITE:** _____
PRODUCT/SERVICES DESCRIPTION (35 word maximum for the Buyer's Guide and website): _____

NAMES FOR BADGES (Please print clearly): _____

BRIEF DESCRIPTION OF EXHIBIT SET-UP (details of any noise-making equipment, motion picture projections, cooking/food heating equipment and heavy equipment.): _____

ELECTRICITY/INTERNET/PHONE LINES, etc: NOT INCLUDED in the exhibit space price. They can be ordered either from the hotel or through the decorator. Information/order forms will be provided in the Service Manual, to be mailed January 2009.

REQUEST FOR SPECIFIC BOOTHS: Please list your first three desired booth locations; assignments will be made based on availability.
1st _____ 2nd _____ 3rd _____

PLEASE SPECIFY ANY COMPANIES/TYPES OF COMPANIES YOU PREFER NOT TO BE NEXT TO: _____

ACA New England reserves the right to make the sole and final determination of booth assignments and we will make every effort to make sure you are not near your competitors.

BOOTH SIZE: _____
BOOTH FEE: _____
OF BOOTHS: _____
TOTAL FEES: _____

Booth Sizes and Fees	
5x10 -	\$800
10x10 -	\$1100
Premium space (10x10) -	\$1300
Second booth -	10% discount
Non-refundable deposit—	\$500

Please indicate payment by one of the following:

___ **A CHECK IS ENCLOSED**, payable to "ACA New England," in at least the amount of the deposit (\$500 for the total space)

___ **PLEASE CHARGE THE CARD BELOW**

NAME (as it appears on card): _____ (circle one) **VISA MASTERCARD** (we do not accept AMEX)
ACCOUNT NO. _____ **EXP. DATE** _____
3-DIGIT AUTHORIZATION CODE: _____ **AMOUNT \$** _____
BILLING ADDRESS: _____
SIGNATURE: _____ **DATE:** _____ **PRINT NAME:** _____

TERMS: To reserve your booth, a \$500 deposit for your total space must be submitted with this application. The balance of the fee is due and payable by January 22, 2010. Applications received after January 22, must be accompanied by full payment for the total space. Any cancellations must be made in writing. This application for exhibit space indicates applicant's willingness to abide by all accompanying terms, conditions, and exhibitor rules and regulations, as well as any additional conditions ACA New England or the Radisson Manchester deems necessary for the success of the expo.

By my signature I confirm I have read and agree to abide by the exhibitor rules and regulations and the application and contract, which are incorporated and made a part of this contract.

I further submit that I _____ am authorized by _____ to enter this agreement on this date: _____
(PRINT NAME) (COMPANY NAME) (DATE)

Signature: _____

QUESTIONS? Contact Donna Johns-Thomas at the ACA New England Office at:

PHONE: (781) 541-6080 or **EMAIL:** donna@acanewengland.org

American Camp Association, New England, 80 Westview St., Lexington, MA 02421 www.acane-camps.org

Please make a copy of this form for your records