



Sponsor/Exhibitor Application & Agreement

CFDA/CAC Combined Convention – August 29-31, 2007

Radisson Hotel & Conference Center, Longmont, CO

Please read the enclosed Terms, Guidelines, Rules & Regulations that accompany this agreement.

A. Exhibitor Information – This information will appear in Convention publications; print legibly or type.

Company Name

Address

City, State, Zip

Phone

Fax

Email

Website

B. Primary Contact – This person will be the primary point of communication and will be sent all information related to your participation.

Contact person & title

Contact person phone

Contact person fax

Contact person email

C. Convention Sponsorship – Accepted exclusively through June 30, 2007. Please select a Sponsorship Category and display option below:

<input type="checkbox"/> Diamond Sponsor – \$2,000+ <i>1 complimentary Exhibit Booth/Space</i> <input type="checkbox"/> 10'x10' Exhibit Booth <input type="checkbox"/> 8'x6' Exhibit Booth <input type="checkbox"/> Vehicle/Machinery Space <input type="checkbox"/> Electrical outlet (no charge)	<input type="checkbox"/> Emerald Sponsor - \$1,500+ <i>1 discounted Exhibit Booth/Space</i> <input type="checkbox"/> \$395 10'x10' Exhibit Booth <input type="checkbox"/> \$375 8'x6' Exhibit Booth <input type="checkbox"/> \$395 Vehicle/Machinery Space <input type="checkbox"/> Electrical outlet (no charge)	<input type="checkbox"/> Rhinestone Sponsor – \$1,000+ <i>1 discounted Exhibit Booth/Space</i> <input type="checkbox"/> \$495 10'x10' Exhibit Booth <input type="checkbox"/> \$475 8'x6' Exhibit Booth <input type="checkbox"/> \$495 Vehicle/Machinery Space <input type="checkbox"/> Electrical outlet (no charge)
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Vehicle/Machinery Spaces: please include dimensions: _____ ft. wide by _____ ft. long by _____ ft. high

Please indicate which function/event you wish to allocate this sponsorship:

D. Exhibit Booth Sales – Accepted after July 1, 2007. All booth fees increase by \$50 after August 1. Exhibit participation is limited on a first-come, first serve basis. Please select the appropriate option(s) below.

<input type="checkbox"/> Basic Blue Package Your company must be a current member of the CFDA or CAC, or please enclose the appropriate membership application form and payment with this agreement. <input type="checkbox"/> \$595 10'x10' Exhibit Booth <input type="checkbox"/> \$575 8'x6' Exhibit Booth <input type="checkbox"/> \$595 Vehicle/Machinery Space <input type="checkbox"/> \$35 Electrical outlet TOTAL AMOUNT DUE \$ _____	<input type="checkbox"/> Exhibit Booth <input type="checkbox"/> \$695 10'x10' Exhibit Booth <input type="checkbox"/> \$675 8'x6' Exhibit Booth <input type="checkbox"/> \$695 Vehicle/Machinery Space <input type="checkbox"/> \$35 Electrical outlet TOTAL AMOUNT DUE \$ _____
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Vehicle/Machinery Spaces: please include dimensions: _____ ft. wide by _____ ft. long by _____ ft. high

E. Vendor Directory

Please include information about your products, services and merchandise to be displayed or promoted at the convention. This information will appear on our web site, convention promotions, exhibitor directory and other publications.

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F. Payment

A minimum \$350 non-refundable deposit is due with signed agreement; your application will not be accepted until deposit is received. The balance is due no later than August 1, 2007. If the agreement is received on or after August 1, payment in full is required with signed agreement. An exhibitor will not be allowed to set-up or display unless fees are paid in full.

TOTAL AMOUNT DUE	\$	
Convention Sponsorship or Exhibit Booth Sales		<input type="checkbox"/> Please charge the Deposit to the credit card listed below.
LESS NON-REFUNDABLE DEPOSIT *	-- \$	<input type="checkbox"/> Please charge the Total Amount Due to the credit card listed below.
(\$350 minimum required with agreement)		<input type="checkbox"/> Please charge the Deposit to the credit card listed below and charge the Balance Due to this credit card after July 15.
BALANCE DUE	\$	<input type="checkbox"/> Enclosed is a check payable to "CFDA/CAC Combined Convention."
no later than August 1, 2007		

*Deposit may be waived for Convention Sponsors who settle payment for expenses directly with the convention facility or convention speaker.

Cardholder's name (print legibly)	
VISA / MasterCard number (Sorry, we cannot accept AmX or Discover.)	
Expiration date	Security code (3-digit number on back of card)
Cardholder's signature	

G. Exhibit Placement – Exhibit spaces will be assigned at the sole discretion of the Convention Committee with careful consideration to utility requirements and all other matters relating to the successful conduct of the exhibits. Convention sponsors will be assigned premier display spaces. We cannot guarantee your booth placement and will try to avoid placing direct competitors immediately next to or directly across from each other. Please list your direct competitors below to assist in booth placement.

H. Sponsor/Exhibitor Acceptance

Sponsor/Exhibitor acknowledges that he/she has read and understands the Terms, Guidelines, Rules & Regulations governing sponsors and exhibitors incorporated with this Agreement. Sponsor/Exhibitor agrees that the use and occupancy of the assigned space shall be in all respects subject to such rules and regulations and exhibitor agrees to comply with such rules.

Company name (print)	
Contact person & title	
Signature	Date

Return completed agreement and all payments to:

CFDA/CAC Combined Convention
P. O. Box 631664, Highlands Ranch, CO 80163-1664
 Phone 303-791-2336 Fax 720-344-5297
cfda@ascentmeetings.com

www.cofda.org

Comments?