



Alabama Association for Career and Technical Education
Exhibitor Contract

Conference Site: Birmingham Jefferson Civic Center, Birmingham Alabama, July 27-29, 2020

Booth Costs: Regular-sized exhibit spaces are \$650.00 with the exception of workstation spaces 207, 225, 307, 416, which are \$1250.00

Set-up Hours: July 26, 3:00 P.M. - 10:00 P.M. and July 27, 8:00 A.M. - 10:00 A.M.

Exhibit Hours: July 27, 10:00 A.M. - 5:00 P.M. and July 28, 9:00 A.M - 4:00 P.M.

Send All Correspondence To: Alabama ACTE, P.O. Box 988, Montgomery, AL 36101-0988

CONTRACT INFORMATION MUST BE COMPLETED AND SIGNED

Please type or print all information requested except personal signature.

1. Our space choices, in order of preference, are as follows:

- 1. _____
2. _____
3. _____

Exhibit space(s) will be assigned in order of receipt of contract and full payment. Space assignments are subject to change as required.

- 2. It is agreed we will occupy the exhibit space assigned to us. However, if cancellation becomes necessary, my representative or I will contact Alabama ACTE. It is understood that fees paid to Alabama ACTE are non-refundable.
3. The conditions, rules and regulations printed on the enclosed circular hereof are made a part hereof and thereby incorporate herein, and we accept and agree to be bound by each and every one of them.
4. Name of person(s) in attendance at exhibit space:

Four horizontal lines for entering the name of person(s) in attendance.

It is understood that no additional registration fees will be charged for two (2) persons assigned to your exhibit space. Each additional representative will be charged \$150.00 per person and must be official representatives of your company.

5. Exhibitors (Firm/Organization Name) to be printed in the Alabama ACTE Buyer's Guide:

Company Name: _____
Contact: _____
Address: _____
City/State/Zip: _____
Telephone: _____ E-mail: _____

6. List briefly the products/services to be displayed and/or demonstrated as you would like it published in the Alabama ACTE Buyer's Guide. This is important – please do not leave blank.

7. Alabama ACTE should send all future correspondence to (if different from Alabama ACTE Buyer's Guide Information provided in #5).

Company Name: _____
Contact: _____
Address: _____
City/State/Zip: _____
Telephone: _____ E-mail: _____

8. Exhibit Identification Sign to Read (One Line Only) _____

We agree to abide by the exhibit specifications and conditions as outlined by the Alabama Association for Career and Technical Education and all other requirements under which the exhibit area is leased to the Association. My signature below certifies that it is understood that said exhibit specifications and conditions become a part of this contract.

Authorized Company Representative's Signature Date

Print your name exactly as your signature reads.

**Sign and return contract with full payment to:
Alabama ACTE Exhibitor Exposition Manager
P.O. Box 988, Montgomery, AL 36101 – 0988
Make checks payable to: Alabama ACTE**

The Alabama Association for Career and Technical Education, Inc. agrees to furnish Exhibit Space(s) _____ at the price of _____

Ann Gilmore, Alabama ACTE Executive Director Date