



**Return your agreement by July 30, 2010 for an Earlybird Discount!**

Agreements submitted with full payment by December 31, 2010 receive a complimentary half-page black-and-white ad in the convention program.

**Agreement:** Exhibiting Company agrees to abide by the 2011 Exhibit Rules and Regulations, which are made a part of this agreement by reference and available to view on [www.arteducators.org/convention](http://www.arteducators.org/convention).

**Exhibit Space Fees**

- Earlybird exhibit space fee is \$1,995 per 10ft x 10ft space.
- Exhibit space fee after July 30, 2010, is \$2,295 per 10ft x 10ft space.
- Corner location of exhibit space is an additional \$75.
- All agreements must be accompanied by a minimum 50% deposit and paid in full by January 31, 2011.
- Exhibit spaces are available in multiples of 10ft spaces, or as 20ft x 20ft islands (minimum 4 spaces per island).

Booth Size: \_\_\_\_\_ft x \_\_\_\_\_ft

**Earlybird Rate** (agreement received by July 30): Number of 10ft x 10ft spaces requested x \$1,995 = Total Space Fee \$ \_\_\_\_\_

**Regular Rate** (agreement received after July 30): Number of 10ft x 10ft spaces requested x \$2,295 = Total Space Fee \$ \_\_\_\_\_

**Corner Exhibit Space Location** (optional): + \$75 = Total Space Fee \$ \_\_\_\_\_

**Convention Program Advertising:** Advertisements must be secured and artwork submitted by December 31, 2010.

Half-page B/W = \$440     Full-page B/W = \$730     Full-page Color = \$1,060

Full-page B/W Upgrade = \$290\*     Full-page Color Upgrade = \$620\*

**Total Advertising Fee** \$ \_\_\_\_\_

\*Upgrade available to Exhibitors only with the submission of full payment with this agreement.

**Total Amount Due** \$ \_\_\_\_\_

**Cancellations**

- 50% of the total space rental and/or advertising fee will be retained for cancellations or space reductions received by November 2, 2010.
- 100% of the space rental and/or advertising fee will be retained for cancellations or space reductions received after November 2, 2010.
- All cancellations or requests for a reduction in exhibit space must be submitted in writing to NAEA Exhibits Manager, Barbara Fett at [exhibits@arteducators.org](mailto:exhibits@arteducators.org)

**Booth Locations**

Booth locations will be assigned based on a random drawing of agreements received by July 30, 2010. Agreements received after July 30, 2010 will be assigned on a first-come, first-served basis. Convention sponsors will have priority selection. NAEA reserves the right to reconfigure the Exhibit Hall floor plan or relocate an exhibit at any time.

Please specify if there is a company that you would prefer to be near: \_\_\_\_\_

Please specify if there is a company that you would prefer NOT to be near: \_\_\_\_\_

**Contact Information**

This contact will be designated as the official NAEA National Convention contact to receive all exhibit-related materials and communications.

Contact Name \_\_\_\_\_ Title \_\_\_\_\_

Company \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip/Country Code \_\_\_\_\_ Country \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Website \_\_\_\_\_

Exhibiting Company agrees that the Rules and Regulations on the following page are an integral and binding part of this agreement and agrees that the e-mail address, mailing address, and fax number on this agreement will be shared with organizations assisting in the production of the NAEA National Convention.

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Method of Payment**

VISA     MasterCard     American Express     Check

Charge Amount \$ \_\_\_\_\_

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

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_/\_\_\_\_ Security Code \_\_\_\_\_

Credit card payment may be faxed to: 703-860-2960, or e-mailed to: [kduse@arteducators.org](mailto:kduse@arteducators.org)

**Make check payable to: NAEA**

**Mail check and Exhibit Space Agreement to:**

Exhibits  
 NAEA National Convention  
 1916 Association Drive  
 Reston, VA 20191-1590