



**Application and Contract
CMAA2023 Booth Space
Washington, DC (National Harbor)
October 29 – 31, 2023**

Contact Name _____ Title _____
 Company _____ Phone _____
 Address _____
 City _____ State _____ Zip _____
 Email _____ Company Website _____

Name, Email and Phone of Correspondence/Billing Contact (if other than or in addition to signer)

Booth Price Includes:

- 10' wide x 10' deep booth with one 6' draped, skirted table; two plastic contour chairs; wastebasket; and identification sign
- 8'-high draped back wall and 3'-high draped side walls
- Pre- and post-conference attendance roster with mailing address for promotion
- Two (2) Trade Show Only registration with each 10'x10' space, not full conference registration
- Firm listing on CMAA's Conference App with logo, company description, and link to exhibitor's website

<u>Booth Prices:</u>	<u>CMAA Member Rate</u>	<u>Non-Member Rate</u>
Standard Booth	\$2,750 per 10x10	\$3,250 per 10x10
Premium Booth	\$3,250 per 10x10	\$3,750 per 10x10

If you are unsure if you are a member or not, please contact Michelle Anysz at manysz@cmaanet.org

Total Amount to Be Paid \$ _____

Please reserve the following booth(s) for my firm: 1st booth choice _____
 2nd booth choice _____
 3rd booth choice _____

Booth Assignments: Upon receipt of application/contract with payment, confirmation of booth assignment and additional information will be forwarded to the contact(s) noted above.

Cancellation Policy: In the event that an Exhibitor wishes to cancel all or part of the contracted exhibit space, the Exhibitor must do so in writing. Refunds of 100 percent, less a processing fee of \$100, will be processed until **July 18, 2023**; no refunds will be made after that date.

Payment Information: Please send me an invoice (Invoice is due upon receipt)

I will be using a Credit Card: _____ I will pay for my booth via the CMAA Portal _____
 -OR-
 Please call for Credit Card Payment

Authorized Signature _____

By signature above, the individual signing this application represents and warrants that he/she is duly authorized to execute this binding contract. Signer agrees to comply with the trade show Rules & Regulations, instructions and conditions published in this contract, in the official Exhibitor Kit being forwarded at a later date, and with all conditions under which facilities at the hotel have been rented to CMAA.

Email completed forms to
Michelle Anysz manysz@cmaanet.org.

INTERNAL USE

Booth # Assigned _____ Authorization _____