



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

Table with 3 columns: Booth Prices, CMAA Member Rate, Non-Member Rate. Rows for Standard Booth and Premium Booth.

If you are unsure if you are a member or not, please contact Natalie Dougherty at ndougherty@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
Natalie Dougherty
ndougherty@cmaanet.org

INTERNAL USE
Booth # Assigned _____ Authorization _____