

**EXHIBIT SPACE APPLICATION AND CONTRACT  
JOINT IOGANY / OPI CONFERENCE & TRADE SHOW**

**November 11-13, 2008**

**Sheraton on the Falls, Niagara Falls, Ontario**

The undersigned hereby applies for Exhibit Space at the Joint IOGANY / OPI Conference & Trade Show, to be held at the Sheraton on the Falls Hotel in Niagara Falls, Ontario, November 11-13, 2008. We agree to comply with all regulations and conditions for the Conference set forth by IOGA of NY & OPI . Payment for booth(s) must accompany this application. This contract can be cancelled on or before September 12, 2008. After this date, booth rental fees may be refunded, less a \$50 service fee, provided that the space can be resold.

**Booth price per space:    Members \$620.00 (US)    Non-Members \$670.00 (US)**

(Some booths are 8' x 8' and some are 8' x 10')

Discounts are available for multiple booth bookings. Please call for details.

Booths will be assigned on a first-come; first-served basis, so the best spaces will go to those who submit their contracts and accompanying payment in full. No assignment will be made until the completed contract and full fee, as above, are received.

**\*\*\* IOGA OF NY – ODD NUMBERS ONLY**

Please indicate preferred booth space number(s): \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Each booth will include one skirted 6' table, two chairs and back and side curtains. Electrical power is NOT included in your fee. Power at 120V, 15 amps is available at \$72 per booth and must be specified below. Any other requirements must also be specified in writing.

{ } Yes I require electrical power      { } No I will not require power

One (1) complimentary convention registration per booth is included in the price of your rental. All delegates, including exhibitors working in the Trade Show area, must be registered to attend the conference.

Exhibitor Name for Name badge: \_\_\_\_\_

Installation and Dismantling of Exhibits: Move-in may begin after 1:00 pm on Tuesday, November 11 and may continue until 5:30 pm on that day. Dismantling may begin after the Thursday Luncheon and must be completed by 6:00 pm that day. Exhibitors are expected to attend their displays on: Tuesday 5:30 to 7:00 pm; Wednesday 8:30 am to 7:30 pm; and Thursday 8:30 am to 2:00 pm. The evening receptions will be held in the exhibit area on Tuesday and Wednesday, as will the coffee breaks on all days.

Doors to the conference area will be locked at night, however the responsibility for safeguarding your exhibit and its contents are yours.

Booth Rental	\$ _____
Electrical	\$ _____
Total Check	\$ _____

Signature \_\_\_\_\_

Date: \_\_\_\_\_

**PAYMENT IN FULL MUST ACCOMPANY THIS APPLICATION TO HOLD YOUR SPACE.**

Make check payable to: **IOGA of NY**

Mail to: 5743 Walden Drive, Lakeview, NY 14085 · Tel: (716)627-4250