

reading... THE WINDOW TO THE WORLD

EXHIBIT BOOTH CONTRACT Arkansas Reading Association Fall Conference Little Rock, Arkansas November 20-21, 2008

Complete and return this signed contract with payment to **Arkansas Reading Association, Attn: Charles Clark, 121 Longview Point, Hot Springs, AR 71913.** Please type or print clearly.

NAME OF COMPANY: _____

Name of Contact Person: _____ **Telephone Number:** _____

Address: _____

City: _____ **State:** _____ **Zip/Postal Code:** _____

E-mail: _____ **FAX** _____

Exhibitor Name Badges (names as you wish them to appear on badges) **1.** _____

2. _____ **3.** _____

COST OF SPACE PER 10' X 10' BOOTH

\$400.00 per line \$450.00 per corner

Make checks payable to the Arkansas Reading Association. Full payment must be received with your request for space. Payment includes 10'X10' booth space; division drapes 3 ft. high, background drape 8 ft. high, and a standard sign identifying your company, one 6' table and two chairs. Additional tables and chairs, as well as carpeting can be ordered through **Sunbelt Convention Services**. Booths for exhibitors selling non-educational items are numbers 514-521. Cancellations received by October 15 will be entitled to a refund equal to 75% of the total booth rental fee.

PREFERRED BOOTH CHOICE

If the desired booth choices are unavailable space will be assigned as close to your selection as possible.

1st Choice _____ 3rd Choice _____

2nd Choice _____ 4th Choice _____

TOTAL NUMBER OF BOOTHS REQUESTED _____ **TOTAL AMOUNT OF CHECK** _____

Authorized Signature _____

Title _____ Date _____

ARA USE ONLY

Date Received _____

Space Assigned _____

Amount Paid _____

Check # and Date _____