

Exhibitor Pricing Information

2008 Oklahoma Summit on Economic & Workforce Development

Use the Exhibitor Contract to reserve your booth space today!

Exhibitor Options

- ❖ **Booth** **\$500**
Pipe and drape in an eight- by eight- foot configuration, one six-foot skirted table, trashcan, ID sign, two chairs and two exhibitor badges. Exhibitor badges provide admittance to all conference functions. Additional exhibitor badges are \$50 per person.
- ❖ **Table Top Display** **\$100**
Table-top displays are non-manned exhibit opportunities. One six-foot skirted table is included. Badges are \$40 per person to participate in conference functions.
- ❖ **Electricity** **Venue Pricing**
An extension cord will be run to your booth or table-top. Please provide your own power-strip.

Terms and Conditions

1. **ASSIGNMENT OF SPACE:** Booths will be assigned on a first come/first served basis. Confirmation of booth assignment will be sent immediately upon receipt of exhibitor contract. We will honor late applications pending space availability.
2. **TERMS:** A signed contract and payment in full must be received **no later than October 1, 2006**. Please make checks payable to OEDC (Oklahoma Professional Economic Development Council) and mail to:

OEDC
330 NE 10th Street
Oklahoma City, OK 73104
(405) 235-3670 Fax
(405) 235-3669 Phone

3. **CANCELLATION:** A cancellation fee of \$100.00 per booth will be charged to an exhibitor who cancels the contract on or before October 15, 2008. Cancellation after October 15, 2008, obligates the exhibitor to full payment of rental.

CANCELLATION MUST BE IN WRITING to the above address and/or fax.

Exhibitor Contract

2008 Oklahoma Summit on Economic & Workforce Development

We hereby register for exhibit space at the Oklahoma Summit on Economic & Workforce Development located at the Cox Convention Center on October 27-28, 2008, and agree to all of the terms and conditions of this agreement.

Company Name: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

E-mail: _____

Telephone: _____ Fax: _____

FEES:

- Booth - \$500
- Table Top Display - \$100
- Electricity 1 – 110 outlet - Venue Pricing
- Additional Name Badge - \$50

ID SIGN: List your company's name as you want it to appear on printed materials and your booth sign.

BADGE INFORMATION:

Two badges come with the booth package. Please list the two individuals representing your exhibit. Badges for table-top displays and additional booth badges are \$50 per person. Use an additional sheet as necessary.

Name: _____ Name: _____

Address: _____ Address: _____

City/State/Zip: _____ City/State/Zip: _____

Phone: _____ Phone: _____

PAYMENT INFORMATION:

Payment in full must accompany this application. Make check payable to OEDC. Mail completed application to: OEDC, 330 NE 10th Street, Oklahoma City, OK 73104. For more information contact Heidi Lindsay at (405) 235-3669.

Contract must be received by October 1, 2006.

We acknowledge that this application form becomes a contract when signed by us and accepted and signed by OEDC. We further understand that the rental fee per booth includes only those services as set forth by the exhibit prospectus. The deadline for returning this application and full payment is October 1, 2008. OEDC will cancel our application and release the booth space OR we will be charged the increase of \$100 per booth if payment in full does not accompany this application by October 1, 2008.

Signature/Title _____
Date

Office Use Only: Date Contract Received: _____ Space Assigned: _____ PO # _____

Accepted by: _____ Speaker : No ____ Yes ____ (form sent on _____)