

Nebraska State Reading Association 43rd Annual Conference

Ramada Inn & Conference Center • Kearney, Nebraska • Feb. 25-27, 2016

Exhibit Booth Contract

Instructions

Telephone and faxed requests for space will be refused. Please return by MAIL the original, completed contract as well as a check for the number of tables requested to: Tommy Hansen, Exhibits Manager, University of Nebraska at Kearney, College of Education Building, Kearney, NE 68849. A copy of this contract confirming your booth assignment will be returned to you. Please type or print clearly.

Exhibiting Firm

Company Name (as you wish it to appear in the program)

Company Contact Person (to whom all correspondence will be sent)

Address

City State Zip Code

Applicant's Phone Number/FAX

Applicant's E-mail

Company Website

Cost of Booth

The fee is \$250 for a single 8 ft. table. This will include one lunch served at noon on Thursday and Friday. Two or more tables will cost \$200 per table. There will be a \$20 cash rebate per table if the exhibit is still on display at 4:30 PM on Friday. Make checks payable to: *Nebraska State Reading Association*.

Number of Tables Requested:

 Check here if you purchased more than one table and will need extra lunches for both days.

How many? _____

Check here if you plan to exhibit on Saturday.

Check here if you will donate door prizes at the conference.

Exhibit Hall Sales

Please indicate (yes or no) if there is a possibility your company will be making sales in the exhibit hall during the 43rd Annual Conference.

Program Directory Listing

Company names, addresses, websites, and product descriptions and categories, will be included in the program. Complete the Exhibitor Program and Product Listing form included in this Prospectus. The deadline for receipt is **January 1, 2016**.

Preferred Booth Choices

Space will be assigned on a first-come, first-served basis upon receipt of payment. Consideration will be given to the amount of space required and the general grouping of exhibits for proper balance of displays. If the desired booth choices are unavailable when this contract is processed, space will be assigned as close to the selections as possible. NSRA will not contact applicants by phone regarding booth placement. If space is requested adjacent to another company, the contracts for all companies involved must be submitted together, along with payment; otherwise, NSRA does not guarantee the request will be honored.

Please indicate two preferences for booth location.

- 1. _____
- 2. _____

Please indicate any special needs, e.g., electrical outlets.

Agreement

By signing this agreement, we agree to abide by all the rules and regulations governing the exposition as printed on both sides of this contract.

Authorized Signature

Print Name Date
For NSRA Use

Date Received Order #

Booth Assigned

Check #

Application accepted by

*Tommy Hansen
NSRA Exhibits Manager*

hansent@unk.edu
School Telephone: 308-865-8537
Home Telephone: 308-236-9831

**READING...
THE HEART OF LITERACY**



**DUE DATE
January 1, 2016**