

## Secure Your On-Site Exhibitor Meeting Room Today!

Exhibitor meeting rooms on the event floor come furnished and provide you the convenience you can't find using an off-site rented room.

You can access your meeting room(s) for each day of PRINT 19, during approved hours only (see rules & regulations).

For more information, contact the APtech Sales Team at: (703) 264-7200 or chahn@aptech.org.

### TOTAL PRICE FOR 3 EVENT DAYS

#### Furnished Meeting Rooms

12' x 12' Meeting Room(s)	\$4,000 (Seats 6)
12' x 24' Meeting Room(s)	\$6,500 (Seats 12)
24' x 24' Meeting Room(s)	\$9,000 (Seats 18)

#### Furnished Room Includes:

- Temporary hardwall construction with a door for privacy.
- Carpet
- Small Sign with company name
- Chairs - 6, 12 or 18 depending on room size
- Conference Table(s) (large enough to accommodate maximum seating possible in room.)
- Wastebasket
- Ceiling or lights not provided
- Two (2) standard electrical outlets (120v/15amp)

*Note: No substitutions are available for above items.*

#### RULES & REGULATIONS

- Any company applying for an Exhibitor Meeting Room must have an exhibit booth on the exhibit floor.
- Cancellation of your exhibit booth will automatically cancel the reservation of the Exhibitor Meeting Room(s) and cancellation fees will apply. (See cancellation policy)
- Exhibitor Meeting Rooms may be accessed 1 hour before the event opens except on the first day of the event; during exhibit hours; and 1 hour after the close of the event except on the last day of the event.
- Functions in the Exhibitor Meeting Rooms, such as receptions and product demonstrations will not be allowed.
- Catering for meetings, however, is permitted and exhibitors must order all food and beverage items from the official food service provider at McCormick Place, SAVOR...Chicago. Please reference your meeting room number.
- Additional services such as audio visual equipment, electricity, internet, telephone, and special furniture may be ordered at the exhibiting company's expense.
- Exhibitor may not sublet the whole or any part of the space allotted nor use the room for storage.

Company Name: \_\_\_\_\_ Booth Number: \_\_\_\_\_

Company Name as it should appear on Meeting Room Sign: \_\_\_\_\_

Meeting Room Contact from Your Company: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Please list competitors or companies you wish to be separated from if possible: \_\_\_\_\_

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

### MEETING SPACE REQUIREMENTS

	<u>FURNISHED</u>	<u>QUANTITY</u>	<u>MEETING ROOM #</u>
12' x 12' Meeting Room(s)	\$4,000 ea.	_____	_____
12' x 24' Meeting Room(s)	\$6,500 ea.	_____	_____
24' x 24' Meeting Room(s)	\$9,000 ea.	_____	_____

Total Price: \_\_\_\_\_

Full payment due with application

### EVENT HOURS

Thursday, October 3, 10 am – 5:00 pm; Friday – October 4, 9:00 am – 5:00 pm;

Saturday, October 5, 9:00 am – 3:00 pm

*Exhibitor Meeting Rooms may be accessed 1 hour before the exhibit floor opens except on the first day of the event; during exhibit hours; and 1 hour after the close of the exhibit floor except on the last day of the event.*

### PAYMENT OPTIONS

#### Mail Application and Check to:

Association for PRINT Technologies  
Attn: Exhibit Sales - PRINT 19  
PO Box 79842  
Baltimore, MD 21279-0842

**Cancellation Policy:** Exhibitor may cancel their meeting room space only by giving written notice to APTEch. Meeting room cancellations received:

- a) From date of signature through 8/23/19 exhibitor agrees to pay as liquidated damages 25% of meeting room cost.
- b) After 8/23/19 exhibitor agrees to pay as liquidated damages 100% of meeting room cost.

OR

#### Fax Application and Credit Card Information

to: 703-620-9187 or Email to: [chahn@aptech.org](mailto:chahn@aptech.org)

I authorize Association for PRINT Technologies (APTEch) to charge my:

MC  Visa  AMEX  Discover  Diners Club

Account Number \_\_\_\_\_

Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

the amount of \$ \_\_\_\_\_ for a deposit on meeting room space.

Name on Card \_\_\_\_\_  
(print)

Authorized Signature \_\_\_\_\_