



2018 Exhibit Space Application and Contract

AST Surgical Technology Conference

May 30 – June 2; exhibiting May 31 and June 1

Walt Disney World Swan and Dolphin Hotel

1500 Epcot Resorts Blvd, Lake Buena Vista, FL 32830 • 407-934-4000

Company name (how it will appear in the handbook and online) _____

Contact name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____ Website _____

40 Word description (this will be displayed in the handbook) _____

Exhibit Dates and Times:

Setup:

Wednesday, May 30 from 3pm to 7pm and

Thursday, May 31 from 9am to noon

Show Hours:

Thursday, May 31 from 1pm to 4pm and

Friday, June 1 from 9am to noon

Move out:

Friday, June 1 from noon to 6pm

Booth options:

10' x 10'

Multiple of 10' x 10' (10' x 20', 10' x 30', etc):

Corner (additional \$50 per 10' x 10')

Special instructions/requests:

Booth Location: Indicate below your preferred space numbers from the floor plan in the prospectus. The preferences given for booth location are for guidance and not guaranteed by AST. Space assignment will be made on the basis of First-come, First-Serve with payment-in-full. You will receive your booth assignment via email as soon as your application is processed.

Go to www.ast.org/Industry_Partners/Conference for the current floorplan availability.

1st choice: _____ 2nd choice: _____

3rd choice: _____ 4th choice: _____

Application Fees and Deadlines: The charge for the both space is \$1,583 per 10' x 10' booth, due upon receipt of application. An additional charge of \$50 is added for a corner location. If you cancel or reduce your space before February 1, 2018, your deposit will be refunded, less a 10% administrative fee. AST must receive your written notice of cancellation or reduce space before February 1, 2018. Email application to exhibits_advertising@ast.org.

All provisions in the Exhibitor Prospectus and any written agenda to the rules and regulations apply to this contract. **Each exhibiting company is responsible for ensuring that all its representatives are aware of the provisions.**

The Exhibitor and its employees agree to abide by the Exhibit Rules and Regulations in the Exhibitor Prospectus for the 2018 AST Surgical Technology Conference, all of the terms of which are made a part hereof by this reference and fully incorporated herein, receipt of which is hereby acknowledged, and to all the conditions under which exhibit space at the Walt Disney World Swan and Dolphin Hotel is leased to the Association of Surgical Technologists.

I have read and agree to all Exhibit Space Contract Rules & Regulations.

Authorized Signature _____ Date _____

(required by exhibiting company)

Typed or Printed Name _____

Title _____

Credit Card Charge Preferred: Visa MC Amex

Number _____ Exp Date _____

Name as it appears on card: _____

Amount to be billed: _____