

**1 EXHIBITOR INFORMATION** PLEASE PRINT

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

City: \_\_\_\_\_ Province / State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Fax: ( \_\_\_\_\_ ) \_\_\_\_\_

Email: \_\_\_\_\_ \*Website: \_\_\_\_\_

Please indicate your contracted 2019 IECSC Florida Booth Number(s): \_\_\_\_\_

**2 CLASSROOM & FEES (CONTRACTED CLASSROOMS, DAYS AND TIMES BELOW)**

Classrooms are assigned on a first come, first served basis. We will do our best to accommodate your request, but availability is not guaranteed. If your request is accommodated, you will be notified by email. At that time, full instructions for submitting session details will be provided. You will be required to provide session details no later than April 8, 2019, or forfeit the entitlement to have your session advertised in some or all promotional materials. Room assignments will NOT be made without appropriate deposit.

**Classroom Timeslot #1** Room #: \_\_\_\_\_ Day(s): \_\_\_\_\_ Time(s): \_\_\_\_\_ Total Classroom Cost: \_\_\_\_\_ USD

**Classroom Timeslot #2** Room #: \_\_\_\_\_ Day(s): \_\_\_\_\_ Time(s): \_\_\_\_\_ Total Classroom Cost: \_\_\_\_\_ USD

**Classroom Timeslot #3** Room #: \_\_\_\_\_ Day(s): \_\_\_\_\_ Time(s): \_\_\_\_\_ Total Classroom Cost: \_\_\_\_\_ USD

**Classroom Timeslot #4** Room #: \_\_\_\_\_ Day(s): \_\_\_\_\_ Time(s): \_\_\_\_\_ Total Classroom Cost: \_\_\_\_\_ USD

**Total Number of Timeslots Requested:** \_\_\_\_\_

All classrooms will come with the following furnishings:

- One wired microphone
- Chairs set theatre style to maximum capacity
- Head Table
- Stage riser in rooms of 175 capacity or more
- Limited electrical (wall plugs only)
- One projection screen
- One skirted head table
- One lectern/podium
- One projection equipment stand

All audio visual is the responsibility of exhibitor and may be ordered through the IECSC official audio visual contractor.

Show Management reserves the right to change classroom location at any time. Should such occasion arise, Show Management will offer comparable alternatives. Exhibitor agrees to submit session details in accordance with the instructions that are set forth by Show Management, otherwise forfeit the opportunity to have their session publicized in all attendee promotional vehicles. Show Management will not be responsible for non-publishing of session details where exhibitor has failed to meet deadlines or provide materials in required formats.

Check # \_\_\_\_\_ Make Check Payable to IECSC Florida  
 Credit Card (check one):  American Express  Mastercard  VISA  
 (Credit card charges will appear on your statement as Questex LLC)  
 CARD NO: \_\_\_\_\_ EXP DATE: \_\_\_\_\_ SEC. CODE: \_\_\_\_\_  
 CARDHOLDER NAME: \_\_\_\_\_  
 SIGNATURE: \_\_\_\_\_

**PAYMENT SCHEDULE:**

Upon Signing **50% Due** with application/contract

June 7, 2019 **100% Due**

Room assignments will NOT be made without appropriate deposit.

If your balance of payment is not received by other means within 90-days of the event, this card will be billed automatically to settle your account.

**3 SIGN HERE**

Exhibitor has read the Terms & Conditions on the reverse side of this Agreement. Exhibitor understands that this Agreement shall be legally binding between Questex LLC and the Exhibitor only upon acceptance in writing by Show Management. Exhibitor also understands that any changes in the information in this Agreement must be provided to Show Management in writing. This Agreement may be executed and delivered by facsimile and a facsimile signature shall be treated as an original.

Exhibitor's Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Please Print): \_\_\_\_\_ Title: \_\_\_\_\_

Show Management: \_\_\_\_\_ Title: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Date Rec'd: \_\_\_\_\_

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

Payment Rec'd: \_\_\_\_\_

Balance Due: \_\_\_\_\_

Accepted By: \_\_\_\_\_

Classroom #1 Assigned

Classroom #2 Assigned

Classroom #3 Assigned

Classroom #4 Assigned

**Please complete and return with payment to:**

**PAYABLE TO:**

Payable to: Questex LLC / IECSC Florida

Questex LLC  
 PO Box 959635  
 St. Louis, MO 63195-9635  
 Fax: 212.895.8209

**WIRE TRANSFERS:**

For information on how to Wire Transfer payment, please contact Steven Jaillet at 617.219.8360.

**QUESTIONS?**

Please contact:

Tel: 212.895.8234

Web: www.iecsc.com