



EXHIBIT BOOTH CONTRACT
Arkansas Reading Association
Fall Conference
Little Rock, Arkansas
November 18-19, 2010



Complete and return this signed contract with payment to: **Arkansas Reading Association**
Attn: Charles Clark,
121 Longview Point,
Hot Springs, AR 71913.

Please type or print clearly.

NAME OF COMPANY: _____

Name of Contact Person: _____ **Telephone Number:** _____

Address: _____

City: _____ **State:** _____ **Zip/Postal Code:** _____

E-mail: _____ **FAX** _____

Exhibitor Name Badges (names as you wish them to appear on badges) **1.** _____
2. _____ **3.** _____

COST OF SPACE PER 10' X 10' BOOTH: \$400.00 per line \$450.00 per corner

Make checks payable to the Arkansas Reading Association. Full payment must be received with your request for space. Payment includes 10'X10' booth space; division drapes 3 ft. high, background drape 8 ft. high, and a standard sign identifying your company, one 6' table and two chairs. Additional tables and chairs, and carpeting can be ordered through **Sunbelt Convention Services** (501-244-9955). Cancellations received by October 15 will be entitled to a refund equal to 75% of the total booth rental fee.

PREFERRED BOOTH CHOICE

If the desired booth choices are unavailable space will be assigned as close to your selection as possible. See back for exhibit hall layout.

1st Choice _____ 2nd Choice _____ 3rd Choice _____

TOTAL NUMBER OF BOOTHS REQUESTED _____ **TOTAL AMOUNT OF CHECK** _____

Authorized Signature _____

Title _____

Date _____

Note - The Exhibitor shall at all times protect, indemnify, save and hold harmless ARA from any damage, liability or expense arising from or out of any loss or injury to any property or person including the Exhibitor, its agents, employees and business invitees, which arise from or out of or by reason of the Exhibitor's occupancy and use of the exhibition premises or a part thereof. The exhibitor is encouraged to insure itself against property loss or damage and against liability for personal injury at its own expense. The Exhibit Hall will be locked when exhibits are closed.

ARA USE ONLY

Date Received _____

Space Assigned _____

Amount Paid _____

Check # and Date _____

