



## **SPACE EXHIBIT CONTRACT**

### **Booth Rental Rates and Remittances:**

	<b>Prior to January 13, 2017</b>	<b>On or after January 13, 2017</b>
<b>One 8' x 10' Booth</b>	\$540	\$600
<b>Double Booth</b>	\$1,035	\$1,150
<b>Triple Booth</b>	\$1,530	\$1,700

### **Payment Procedures:**

Application will not be processed or assigned without required payment. Desired booth locations should be indicated on application. Booth rental shall be received by January 13, 2017. Send your application and payment to:

**KAPS • 124 Walnut Street • Frankfort, KY 40601**

### **Space Assignment:**

Assignment of booths will be made in the order in which contracts with payments are received. If space requested has been previously assigned, the Exhibit Chairman will assign next best available.

***SEE REVERSE →***

We the undersigned, submit our application for the reservation of display space as an exhibitor in the 2017 KAPS ANNUAL CONFERENCE, subject to the conditions and regulations governing the conference including all terms and limits of liability as set forth within this and accompanying documents. Enclosed is our check **made payable to KAPS** in the amount designated below for the reservation of booth space in our name.

**Please type or print the information on this application:**

COMPANY NAME \_\_\_\_\_ PHONE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ EMAIL \_\_\_\_\_

SIGNATURE OF APPLICANT \_\_\_\_\_

NUMBER OF BOOTHS \_\_\_\_\_ AMOUNT ENCLOSED \_\_\_\_\_  
(payable to KAPS)

**BOOTH LOCATIONS**

1<sup>st</sup> choice \_\_\_\_\_ 2<sup>nd</sup> choice \_\_\_\_\_ 3<sup>rd</sup> choice \_\_\_\_\_

Special Requests: \_\_\_\_\_

Are there exhibitors you prefer not to be next to? \_\_\_\_\_

Please list names of persons who will be occupying booth:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**CANCELLATION POLICY**

Cancellations received by the Exhibit Chairman in writing prior to January 13, 2017 will be entitled to a refund of all monies paid to date, less a \$75 processing fee. No refunds will be granted for cancellations received after January 13, 2017.

**ACCEPTANCE**

Upon acceptance of this application by the Exhibit Chairman, you will receive a confirmation of this contract.

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**FOR 2017 EXHIBIT CHAIRMAN USE**

DATE RECEIVED \_\_\_\_\_ TOTAL FEE RECEIVED \_\_\_\_\_

# OF SPACES \_\_\_\_\_ BOOTH(S) ASSIGNMENT \_\_\_\_\_ CONFIRMATION SENT \_\_\_\_\_