

Boca Raton 2003

National Association of Church Business Administration

EXHIBIT BOOTH & ADVERTISING CONTRACT

July 11 - 13, 2003 - Boca Resort

List your company name as you would like it to appear in all conference materials. (Please print or type.)

Company/Organization Name: _____ Phone: _____

Address: _____ Fax: _____

City: _____ State: _____ Zip: _____

email: _____ website: _____

Type of business service or product: _____

Contact person (print): _____ Title: _____

Representatives attending Boca Raton 2003:

1) _____ 2) _____

3) _____ 4) _____

Booth(s) requested: _____ Do you want to participate in the **Exhibitor CEU Program**? Yes No

Exhibit Booth Selection: For all contracts received with the required deposit by the conclusion of the exhibitor meeting on July 11, 2002, booth space will be allocated by random drawing. For contracts received after the drawing, booth space will be assigned on a first-come, first-served basis. Exceptions: NACBA reserves the right to assign first choice of space to any major corporate sponsor of the conference. Priority will be given to those companies who have exhibited for four or more years.

	Deposit Paid on or before 7/11/02	Deposit Paid Post-marked by 1/31/03	Deposit Paid Post-marked after 1/31/03	Fill in dollar amounts and number of booths
First Booth				
NACBA Business Member *	\$795	\$845	\$895	\$ _____
Regular Rate	\$895	\$945	\$995	
Additional Booths				
NACBA Business Member *	\$745	\$795	\$845	\$ _____ x _____ booth(s) = \$ _____
Regular Rate	\$845	\$895	\$945	
Prime Spaces (additional cost for spaces near the entrance or food service)				\$100 x _____ booth(s) = \$ _____
Conference Notebook Advertising (Ten percent discount if \$200 deposit paid at conference)				
First Tabbed Divider Page	\$855	\$950	\$950	
Tabbed Divider Page	\$765	\$850	\$850	\$ _____
Full Page	\$567	\$630	\$630	
Half Page	\$428	\$475	\$475	
Two Color additional	\$175	\$175	\$175	\$ _____
Four Color additional	\$525	\$525	\$525	\$ _____
Business Member Dues				\$250 x _____ member(s) = \$ _____
* If someone in your company holds a Business Membership in NACBA, your company is eligible for the reduced rates.				Total \$ _____

Less Booth Deposit - \$400 x _____ booth(s) = \$ _____

Less Advertising Deposit - \$200 \$ _____

Balance Due by May 30, 2003 \$ _____

You must sign the contract on the back.

STATEMENT OF AGREEMENT

The National Association of Church Business Administration (NACBA) reserves the right to expel, decline or prohibit any exhibit, part of exhibit, or proposed exhibit, which is not suitable or in accord with the ethics of NACBA, or which does not comply with the rules established. NACBA reserves the right to bar any printed materials, display techniques, etc. In the event of such prohibition, cancellation, or expulsion, it is agreed by the contracting parties that no liability shall be attached to the said NACBA by reason of such action.

Interference with the light or space of the exhibitors will not be permitted. The placement of all signs, banners, and advertising materials will be subject to the approval of NACBA. Public address systems and sound motion pictures may not be used without special permission, and when used, must not interfere with other exhibitors.

TERMS AND CONDITIONS

- 1) Full payment for booths is requested with contract. A \$400 per booth deposit and \$200 advertising deposit (if you reserve advertising space), must accompany contract. (\$150 for each booth is nonrefundable)
- 2) Booth selection, confirmation and further details will be forwarded upon receipt of this contract and deposit/payment.
- 3) If full payment does not accompany contract, balance of payment is due no later than May 30, 2003. If the exhibitor fails to meet final payment, NACBA shall have the right to void this contract and consider the said booths available for resale.
- 4) Cancellation of booth space must be received in writing. Cancellation received by April 1, 2003, your money will be refunded less \$150 per booth nonrefundable charge. After April 1st but before May 1st, your booth fee less your \$400 deposit (per booth) will be returned to you. Cancellations received after May 1, 2003, will forfeit full payment. **No telephone cancellations accepted.**
- 5) Ads must be received by May 15, 2003. (See separate *Conference Notebook Advertising Production Specifications*.)
- 6) Make checks or money orders payable to NACBA. Certain credit cards are accepted.
- 7) NACBA will have the right of interpretation and approval of all matters pertaining to contract, rules and regulations.
- 8) Liability insurance certificate must be provided by exhibitor's insurance carrier. If there is difficulty in obtaining a certificate, please notify the NACBA office.
- 9) Exhibitor must pay for any additional furnishings and/or services.

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In making application, we agree to exhibit under, and comply with, those rules and regulations as written in this contract and in accompanying brochure which are hereby made a part of this contract. I have read the Statement of Agreement, Terms and Conditions.

Signature _____ Date _____

Amount \$ _____ Check Enclosed Visa MasterCard Discover American Express

Card # _____ Exp. Date _____

Exact Name(s) on Card _____

Credit card billing address _____

PRIZES: I will furnish _____ prizes for drawings (List below)
List prizes you will furnish for three days of prize drawings (1) _____
(2) _____ (3) _____
(4) _____ (5) _____

Return to: **National Association of Church Business Administration** TEL: 800-898-8085
100 N Central Expy Ste 914 FAX: 972-699-7617
Richardson TX 75080-5326

Visit our website: www.nacba.net