

# APPLICATION AND CONTRACT FOR MEETING ROOM

## 50<sup>th</sup> AAGL Global Congress on Minimally Invasive Gynecologic Surgery

Meeting Dates: November 14-17, 2021

Exhibit Dates: November 15-17, 2021

Austin Convention Center ~ Austin, TX

Submit application to:  
[aaglexhibits@spargoinc.com](mailto:aaglexhibits@spargoinc.com)



### Contact Information (English Only)

Company Name.....  
Contact..... Title.....  
Tel..... Mobile.....  
Email..... Web Site.....  
Address.....  
City..... State..... Zip..... Country.....

### Meeting Room Rental Rates & Location Preferences

The Meeting Room package includes standard carpet and an identification sign. Exhibitors are responsible for ordering furnishings, internet, phones, catering, office equipment, etc. through the appropriate contact.

Standard Rate - \$45.00 per sq. ft.                       Platinum/Gold Corporate Sponsor Rate - \$33.75 per sq. ft.

Meeting Room Preferences: 1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

*Floor plan subject to change without notice.*

# of Meeting Rooms: \_\_\_\_\_ Total Cost: \$ \_\_\_\_\_

### Payment Information

Deposit and Payment Schedule
May 28, 2021...50% due for applications submitted prior to May 28, 2021
May 28, 2021 – July 15, 2021...50% due with application
After July 15, 2021...100% due with application
<b>AAGL requires payment in full no later than July 16, 2021. Failure to make payments does not release the contracted or financial obligation of Exhibitor.</b>

### Cancellation Penalties

Cancellation Penalties
Through May 27, 2021 - 0%
May 28, 2021 – July 15, 2021 - 50%
After July 15, 2021 - 100%

**Make checks payable to:** AAGL

#### Mail check payment to:

AAGL Exposition Management, c/o SPARGO, Inc.  
11208 Waples Mill Road, Suite 112 • Fairfax, VA 22030

#### Wire/ACH Payments:

Account Name: American Association of Gynecological Laparoscopists, Inc.  
Bank Name: Bank of America  
Bank Address: 333 S Hope St., Los Angeles, CA 90071  
Account Number: 000515430571  
Routing Transit #: 026009593  
Swift Code: BofAUS6S

#### Submit application to:

Email: [aaglexhibits@spargoinc.com](mailto:aaglexhibits@spargoinc.com)

#### Need Help? Contact:

[aaglexhibits@spargoinc.com](mailto:aaglexhibits@spargoinc.com)  
703-631-6200 | 800-564-4220

I acknowledge that, as an authorized representative of the above stated Exhibitor, I have received, reviewed, and agree that Exhibitor will comply with the [50<sup>th</sup> AAGL Global Congress on Minimally Invasive Gynecologic Surgery Terms & Conditions](#). Exhibitor agrees to receive all written and electronic correspondence from AAGL, SPARGO, Inc. and official event contractors in reference to the 50<sup>th</sup> AAGL Global Congress on Minimally Invasive Gynecologic Surgery and all future AAGL events. This Meeting Room application will become a contract upon Exhibitor's authorized signature and AAGL's acceptance and approval.

Exhibitor Signature..... Date.....

Printed Name..... Telephone.....