

APPLICATION AND CONTRACT FOR EXHIBIT SPACE AND MEETING ROOMS



53rd AAGL Global Congress on Minimally Invasive Gynecologic Surgery

Meeting Dates: November 16-19, 2024

Exhibit Dates: November 17-19, 2024

Ernest N. Morial Convention Center | New Orleans, LA

Exhibiting Company Contact Information (English Only)

Company Name.....
Contact..... Title.....
Tel (direct only)..... Mobile (required).....
Email (direct only)..... Web Site

Exhibiting Opportunities

Island Space – \$49.00 per sq. ft. Inline Space – \$45.00 per sq. ft Inline Corner Fee: \$500 per open corner
Booth Size: _____ (min. 10' x 10') Booth # Preferences: 1st _____ 2nd _____ 3rd _____ Booth Cost: \$ _____
 Exhibit Hall Meeting Room – \$33.00 per sq. ft. Exhibit Hall Meeting Room Size: _____ (min. 10' x 10')
Exhibit Hall Meeting Room # Preferences: 1st _____ 2nd _____ Exhibit Hall Meeting Room Cost: \$ _____
Total Cost of All Opportunities: \$ _____

Payment Information

| Deposit and Payment Schedule |
|---|
| February 6, 2024 - 50% due for applications submitted prior to February 6, 2024 |
| February 6, 2024 – July 22, 2024 - 50% due with application |
| After July 22, 2024 - 100% due with application |

AAGL requires payment in full no later than July 23, 2024. Failure to make payments does not release the contracted financial obligation of the Exhibiting Company.

Submit application to:
Email: exhibitcontracts@spargoinc.com
Need Help? Contact:
aaglexhibits@spargoinc.com | 703-631-6200 | 800-564-4220
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

Cancellation Penalties

| Cancellation Penalties |
|--|
| Through February 5, 2024 - 0% |
| February 6, 2024 – July 22, 2024 - 50% |
| After July 22, 2024 - 100% |

Credit Card Payments:
An invoice will be sent with instructions to submit credit card payment. A non-refundable 3% convenience fee will be added at time of transaction.
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

I acknowledge that, as an authorized representative of the above stated Exhibiting Company, I have received, reviewed, and agree that the Exhibiting Company will comply with the 53rd AAGL Global Congress on Minimally Invasive Gynecologic Surgery Terms & Conditions. Exhibiting Company agrees to receive all written and electronic correspondence from AAGL, SPARGO, Inc. and official event contractors, in reference to the 53rd AAGL Global Congress on Minimally Invasive Gynecologic Surgery and all future AAGL events. This application will become a contract upon Exhibiting Company's authorized signature and AAGL's acceptance and approval.

Exhibiting Company Signature..... Date.....
Printed Name..... Telephone.....