

APPLICATION AND CONTRACT FOR MEETING ROOM

2022 ACOG Annual Clinical and Scientific Meeting

Meeting Dates: May 6-8, 2022

San Diego Convention Center ~ San Diego, CA



Contact Information (English Only)

Company Name.....
Contact..... Title.....
Tel..... Email..... Website.....
Address.....
City..... State..... Zip..... Country.....

Meeting Room Rates & Location Preferences

- Unfurnished Meeting Rooms \$33.00 per sq. ft.
Hard Wall Meeting Room
Carpeting
1 Electrical Drop
Lockable Door
Wastebasket
22"x28" Identification Sign

Exhibitors are responsible for ordering furnishings, such as tables, chairs, waste baskets, cleaning service, electrical service, special lighting, and AV equipment.

- Furnished Meeting Rooms \$44.00 per sq. ft.
Hard Wall Meeting Room
1 - 5ft Conference Table
Carpeting
1 Electrical Drop
Lockable Door
6 - Standard Chairs
Wastebasket
22"x28" Identification Sign

Size: _____ (min. 10' x 10') Preferences: 1st _____ 2nd _____ 3rd _____ Total Cost: \$ _____

Payment Information

Deposit and Payment Schedule

September 10, 2021...50% due for applications submitted prior to September 10, 2021

September 10, 2021 - January 6, 2022...50% due with application

After January 6, 2022...100% due with application

ACOG requires payment in full no later than January 7, 2022. Failure to make payments does not release the contracted or financial obligation of Exhibitor.

Submit application to:
Email: exhibitcontracts@spargoinc.com

Need help? Contact:
acogexhibits@spargoinc.com
703-631-6200 | 800-564-4220

Cancellation Penalties

Cancellation Penalties

Through September 9, 2021 - 10%

September 10, 2021 - January 6, 2022 - 50%

After January 6, 2022 - 100%

Make checks payable to:
American College of Obstetricians and Gynecologists

Mail check payment to:
ACOG Exposition Management, c/o SPARGO, Inc.
11208 Waples Mill Road, Suite 112 • Fairfax, VA 22030

Credit Card Payments:
An invoice with instructions to submit credit card payment online will be sent via email within three business days.

I acknowledge that, as an authorized representative of the above stated Exhibitor, I have received, reviewed, and agree that Exhibitor will comply with the Rules and Regulations. Exhibitor will comply with all updates of such policies applicable to the ACOG 2022 Annual Clinical and Scientific Meeting. Additional furniture, catering, and other items can be ordered through the Exhibitor Kit. No alcohol is allowed in the Exhibit Hall Meeting Rooms during show hours. This meeting room application will become a contract upon Exhibitor's authorized signature and ACOG's acceptance and approval.

Exhibitor Signature..... Date.....
Printed Name..... Telephone.....