

APPLICATION AND CONTRACT FOR PRE/POST-SHOW REGISTRATION MAIL LIST

ADLM 2024

Meeting Dates: July 28 – August 1, 2024

Exhibit Dates: July 30 – August 1, 2024

McCormick Place | Chicago, IL



Contact Information (English Only)

Company Name
Contact Job Title
Tel (direct only) Mobile
Email (direct only) Website
Address
City State Zip Country

Terms and Conditions: As an exhibitor you may order a registrant list for the ADLM Association for Diagnostics & Laboratory Medicine. Use of the mailing list is meant to facilitate your company's pre-show and post-show marketing efforts. **This License Agreement allows for a one time use of the list. A copy of the mailing material must be sent for approval (electronic file can be submitted via email).** The Excel file may not be reproduced or distributed to any other organization, individual or institution without the expressed written consent of SPARGO, Inc. and ADLM. The lists will contain approximately 4,000 names, including "Conference" and "Expo Only" registrants and will include individuals from IVD companies, consultants, and others, along with registrants from clinical labs. No Exhibitors are included unless the individual is also a paid conference registrant. This is a mail list only - no phone, fax, or email addresses are included. The pre-list will be sent via email in Excel format in mid-June 2024, and the post-list will be sent in mid-August 2024. Both are opt in/opt out and some attendees may choose not to participate. This offer is available to contracted 2024 exhibitors only.

_____ Pre-Show List(s) ordered at \$1,500 per list

_____ Post-Show List(s) ordered at \$2,000 per list

Total Cost: \$ _____

Send sample draft of the mailing piece to Terri Landis:
terri.landis@spargoinc.com / 703-679-3906

Payment Information

Deposit and Payment Schedule

September 27, 2023...50% due for applications submitted prior to September 27, 2023

September 27, 2023 – April 2, 2024...50% due with application

After April 2, 2024...100% due with application

ADLM requires payment in full no later than April 3, 2024. Failure to make payments does not release the contracted or financial obligation of Exhibitor.

Submit application to:

Email: exhibitcontracts@spargoinc.com

Need Help? Contact:

adlmexhibits@spargoinc.com
703-631-6200 | 800-564-4220

Cancellation Penalties

Cancellation Penalties

Through September 26, 2023 - 0%

September 27, 2023 – April 2, 2024 - 50%

After April 2, 2024 - 100%

Make checks payable to:

Association for Diagnostics & Laboratory Medicine

Mail check payment to:

xx4307- Exhibit
Association for Diagnostics & Laboratory Medicine
P.O. Box 6003
McLean, VA 22106

Please Overnight Checks to:

Association for Diagnostics & Laboratory Medicine Exposition Mgmt.
c/o SPARGO, Inc.
11208 Waples Mill Road, Suite 112 ♦ Fairfax, VA 22030

Credit Card Payments:

An invoice will be sent via email with instructions to submit credit card payment online. A 3% non-refundable processing fee will be added to all credit card payments.

I acknowledge that, as an authorized representative of the above stated Exhibitor, I have received, reviewed, and agree that Exhibitor will comply with the [ADLM 2024 Exhibit Terms, Conditions, Rules and Regulations](#). Exhibitor agrees to receive all written and electronic correspondence from ADLM, SPARGO, Inc. and official event contractors in reference to ADLM 2024 and all future ADLM events. This mailing list application will become a contract upon Exhibitor's authorized signature and ADLM's acceptance and approval.

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

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