

# APPLICATION AND CONTRACT FOR EXHIBIT SPACE



## Cell Bio 2022

Meeting Dates: December 3-7, 2022

Exhibit Dates: December 4-6, 2022

Walter E. Washington Convention Center ~ Washington, DC

### Contact Information (English Only)

Company Name.....  
Contact..... Title.....  
Tel..... Mobile.....  
Email (direct only)..... Web Site.....  
Address.....  
City..... State..... Zip..... Country.....  
How did you hear about this meeting? .....

### Exhibit Space

- Inline Booth – **\$35.00 per sq. ft.** (min. 10'x10') Size: \_\_\_\_\_ x \_\_\_\_\_ **Total Cost: \$** \_\_\_\_\_
- Corner Booth – **\$38.00 per sq. ft.** (min. 10'x10')
- Island Booth – **\$38.00 per sq. ft.** (min. 20'x20') Preferences: 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_
- Interactive Conference Booth (allows presentation within booth, furnishings not included) – **\$37.00 per sq. ft.** (min. 20'x30')
- Non-Profit Exhibitor Package (for approved organizations) – **\$30.00 per sq. ft.** (min. 10'x10')

### Payment Information

Deposit and Payment Schedule
June 10, 2022...50% due for applications submitted prior to June 10, 2022
June 10, 2022 – August 3, 2022...50% due with application
After August 3, 2022...100% due with application

**ASCB requires payment in full no later than August 4, 2022. Failure to make payments does not release the contracted or financial obligation of Exhibitor.**

### Cancellation Penalties

Cancellation Penalties
Through June 9, 2022 – 0%
June 10, 2022 – August 3, 2022 – 50%
After August 3, 2022 – 100%

#### Make checks payable to:

ASCB – American Society for Cell Biology

#### Mail check payment to:

ASCB Exhibits Management, c/o SPARGO, Inc.  
11208 Waples Mill Road, Suite 112 ♦ Fairfax, VA 22030

#### ACH Remittance:

SunTrust Account Name: American Society for Cell Biology  
SunTrust Account Number: 1000091141563  
Routing Number: 061000104  
SunTrust | One Park Place | Atlanta, GA 30303

#### Credit Card Payments:

An invoice will be sent with instructions to submit credit card payment online.

#### Submit application to:

Email: [exhibitcontracts@spargo.com](mailto:exhibitcontracts@spargo.com)

#### Need Help? Contact:

[ascbexhibits@spargo.com](mailto:ascbexhibits@spargo.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 [Rules and Regulations](#). Exhibitor will comply with all updates of such policies applicable to the Cell Bio 2022 Annual Meeting. Exhibitor agrees to receive all written and electronic correspondence from ASCB, SPARGO, Inc., and official event contractors in reference to Cell Bio, and all future ASCB events and opportunities. This exhibit space application will become a contract upon Exhibitor's authorized signature and ASCB's acceptance and approval.

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

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