

Application and Contract for North and East Building Meeting Rooms

2024 ASCO Annual Meeting

Meeting Dates: May 31-June 4, 2024

Exhibit Dates: June 1-3, 2024

McCormick Place | Chicago, IL



Submit application to exhibitcontracts@spargoinc.com Need Help? ascoexhibits@spargoinc.com | 703-631-6200 | 800-564-4220

Step 1: Contact Information

Company Name _____

Contact _____ Job Title _____

Phone (direct only) _____ Mobile (required) _____

Email (direct only) _____ Website _____

Address _____

City _____ State _____ Zip _____ Country _____

I would like to receive communication from ASCO and SPARGO, Inc. regarding exhibiting opportunities at current and future ASCO meetings. To opt out of receiving these messages at any time, contact compliance.expo@spargoinc.com.

Step 2: Meeting Room Rental Rates

McCormick Place, East Building Meeting Room

The Meeting Room package includes a lockable door, carpet, standard electric, and a company identification sign with logo. **Meeting Rooms will be available Friday, May 31: 8:00 AM - 7:00 PM, Saturday, June 1 - Monday, June 3: 7:00 AM - 7:00 PM, and Tuesday, June 4: 7:00 AM - 12:00 PM.**

400 sq. ft. Meeting Room (unfurnished) - \$34,800

400 sq. ft. Meeting Room (furnished) - \$36,800

600 sq. ft. Meeting Room (unfurnished) - \$52,200

600 sq. ft. Meeting Room (furnished) - \$55,200

1,000 sq. ft. Meeting Room (unfurnished) - \$87,000

McCormick Place, North Building Meeting Room

The Meeting Room package includes a secured, private room with lockable door, existing carpet, standard electric, and a company identification sign with logo. **Meeting Rooms will be available Thursday, May 30 at 9:00 AM through Tuesday, June 4 at 1:00 PM.**

800 sq. ft. Meeting Room (unfurnished) - \$65,000

1,000 sq. ft. Meeting Room (unfurnished) - \$70,000

1,500 sq. ft. Meeting Room (unfurnished) - \$75,000

Meeting Room # Preferences: 1st _____ 2nd _____

*Companies will be limited to purchasing two North building meeting rooms during the first round of space selection and can purchase additional rooms if they are available after space selection.

Step 3: Payment and Cancellation

Deposit and Payment Schedule

Applications Received Through August 30, 2023	
50% of balance due by August 30, 2023	Remaining balance due by January 24, 2024

Applications Received August 31, 2023 Through January 23, 2024	
50% of balance due with application	Remaining balance due by January 24, 2024

Applications Received on January 24, 2024 or After	
100% due with application	

Cancellation Terms

By August 29, 2023	100% refund
August 30, 2023-January 23, 2024	50% refund
Beginning January 24, 2024	No refund

ASCO requires 50% payment no later than August 30, 2023 and full payment no later than January 24, 2024. Failure to make payments does not release the contracted or financial obligation of Exhibitor. Full refund if cancelled by ASCO without cause.

ASCO's banking information has changed. For updated ACH and wire instructions, email exhibitorservices@spargoinc.com.

Make checks payable to ASCO and mail to:

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

Credit Card Payments

An invoice will be sent with instructions to submit a credit card payment online. Credit cards will also be accepted by phone at 703-631-6200 or 800-564-4220.

Step 4: Acknowledgement

As an authorized representative of the above stated Exhibitor, I agree to the payment and cancellation terms included in this agreement. Furthermore, I have received, reviewed, and agree that Exhibitor will comply with the Policies for Exhibitors and Other Organizations at ASCO Meetings available on asco.org/exhibits (as may be amended from time to time). I understand that exhibit space must be staffed at all times during the published Exhibit Hall open hours and may not be torn down early. Exhibitor agrees to receive all written and electronic correspondence from ASCO, SPARGO, Inc., and official event contractors related to the 2024 and 2025 ASCO Annual Meeting. This meeting room application will become a contract upon Exhibitor's authorized signature and ASCO's acceptance and approval.

Exhibitor Signature _____ Date _____

Printed Name _____ Telephone _____

Application and Contract for West Building Meeting Rooms

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Exhibit Dates: June 1-3, 2024

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Room	Sq. Ft.	Cost
<input type="checkbox"/> W190a	5,239	\$95,000
<input type="checkbox"/> W190b	4,139	\$85,000
<input type="checkbox"/> W191	908	\$60,000
<input type="checkbox"/> W192a	2,012	\$70,000
<input type="checkbox"/> W192b	2,935	\$75,000
<input type="checkbox"/> W192c	2,014	\$70,000
<input type="checkbox"/> W193a	1,532	\$65,000
<input type="checkbox"/> W193b	1,481	\$65,000

Room	Sq. Ft.	Cost
<input type="checkbox"/> W194a	1,482	\$65,000
<input type="checkbox"/> W194b	2,754	\$75,000
<input type="checkbox"/> W195	1,712	\$65,000
<input type="checkbox"/> W196a	4,800	\$90,000
<input type="checkbox"/> W196b	4,743	\$90,000
<input type="checkbox"/> W196c	4,799	\$90,000

Total Cost: \$ _____

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