

# APPLICATION AND CONTRACT FOR EXHIBIT SPACE

## ASRM 2024 Annual Scientific Congress & Expo

Meeting Dates: October 19-23, 2024

Exhibit Dates: October 21-23, 2024

Colorado Convention Center ~ Denver, CO



### Contact Information (English Only)

Company Name.....  
Contact..... Job Title.....  
Tel..... Mobile.....  
Email (Direct Only)..... Website.....  
Address.....  
City..... State..... Zip..... Country.....

### Exhibit Space

Inline Space – \$48.00 per sq. ft.     Island Space – \$51.00 per sq. ft.    Size: \_\_\_\_\_ (min. 10' x 10')

Preferences: 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_    Exhibit Space Cost: \$ \_\_\_\_\_

### Featured Listing Upgrade

Featured Listing Standard Rate - \$900

Exhibit Space Total: \$ \_\_\_\_\_ + Listing Upgrade Total: \$ \_\_\_\_\_ = Total Cost: \$ \_\_\_\_\_

### Payment Information

Deposit and Payment Schedule
December 15, 2023...50% due for applications submitted prior to December 15, 2023
December 15, 2023 – June 20, 2024...50% due with application
After June 20, 2024...100% due

**ASRM requires payment in full no later than June 21, 2024. Failure to make payments does not release the contracted or financial obligation of Exhibitor.**

Submit completed contract to:  
[exhibitcontracts@spargoinc.com](mailto:exhibitcontracts@spargoinc.com)

Need Help? Contact:  
[asrmexhibits@spargoinc.com](mailto:asrmexhibits@spargoinc.com)

### Cancellation Penalties

Cancellation Penalties
Through December 14, 2023...0% Penalty
December 15, 2023 – June 20, 2024...50% Penalty
June 21, 2024 and After...100% Penalty

**Make checks payable to:**  
American Society for Reproductive Medicine

**Mail check payment to:**  
ASRM 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 credit card payment online.

I acknowledge that as an authorized representative and signee of the above stated Exhibitor, I have received, reviewed, and agree that Exhibitor will comply with the [ASRM 2024 Rules, Regulations, and Terms](#). Exhibitor agrees to receive all written and electronic correspondence from ASRM, SPARGO, Inc. and official event contractors in reference to the ASRM annual meeting and all future ASRM events. This exhibit application will become a contract upon Exhibitor's authorized signature and ASRM's acceptance and approval. ASRM reserves the right to approve, decline, or cancel an exhibitor contract at its sole discretion.

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

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

### Cancellations, Space Reductions and Refunds Policy

If Exhibitor wishes to cancel this application and agreement, Exhibitor may only do so by sending written notice (email is fine) to [ASRMexhibits@spargoinc.com](mailto:ASRMexhibits@spargoinc.com). The cancellation notice must be acknowledged and confirmed by SPARGO, Inc., before cancellation is considered final. In such event, Exhibitor shall be liable for a cancellation penalty based on total cost and penalty timeline specified above. The date of cancellation shall be the date the notice is received by the ASRM Show Management Company (SPARGO) at the address above. Cancellation or failure to make payment by the payment dates set forth in this Contract does not release Exhibitor from its financial or contractual obligations. Exhibitor is responsible for all outstanding balances and any additional fees, costs, and expenses— including reasonable attorneys' fees, incurred in attempting to collect or in actually collecting the monies due from Exhibitor whether by lawsuit or any other means.