

APPLICATION AND CONTRACT FOR EXHIBIT SPACE & SPONSORSHIP



2023 CREOG & APGO Annual Meeting

Meeting Dates: February 27 - March 1, 2023

Gaylord National Resort & Convention Center | National Harbor, MD

Contact Information

Company Name.....
Contact..... Title.....
Tel..... Mobile (optional).....
Email (direct only)..... Web Site .....
Address.....
City..... State..... Zip..... Country.....

Booth Package

Standard Booth Package Rate – \$31.50 per sq. ft.

Corner Rate – \$150 per open corner

All booth inclusions as indicated below, plus: 6’ draped table (color TBD), (2) chairs, and (1) wastebasket

- Existing hotel carpeting and back and side rail drape booth structure
Standard black and white signage with company name
Up to four (4) exhibit staff badges per 10’x10’ (not valid for educational sessions)
Entry into Exhibitor Scavenger Hunt

Booth Size: \_\_\_\_\_ Total Cost: \$ \_\_\_\_\_ Booth # Preferences: 1st \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_

Sponsorship Opportunities

Sponsorship Opportunity: \_\_\_\_\_ Qty: \_\_\_\_\_ Cost: \$ \_\_\_\_\_
Sponsorship Opportunity: \_\_\_\_\_ Qty: \_\_\_\_\_ Cost: \$ \_\_\_\_\_
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Total Cost: \$ \_\_\_\_\_ Special Requests/Notes: \_\_\_\_\_

Payment Information

Deposit and Payment Schedule

May 20, 2022...50% due for applications submitted prior to May 20, 2022

May 20, 2022 – November 1, 2022...50% due with application

After November 1, 2022...100% due with application

CAAM requires payment in full no later than November 2, 2022. Failure to make payments does not release the contracted or financial obligation of Exhibitor.

Submit application to: exhibitcontracts@spargo.com

Need Help? Contact: apgoexhibits@spargo.com | 703-631-6200 | 800-564-4220

Cancellation Fees

Cancellation Penalties

Through May 19, 2022...0%

May 20, 2022 – November 1, 2022...50%

After November 1, 2022...100%

Make checks payable to: CREOG & APGO Annual Meeting

Mail check payment to: CREOG & APGO Annual Meeting | 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 a credit card payment online.

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 2023 CREOG & APGO Annual Meeting. Exhibitor agrees to receive all written and electronic correspondence from CREOG, APGO, SPARGO, Inc. and official event contractors in reference to the 2023 CREOG & APGO Annual Meeting and all future CREOG & APGO events. This exhibit space & sponsorship application will become a contract upon Exhibitor's authorized signature and CAAM's acceptance and approval.

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