

**APPLICATION AND CONTRACT FOR INNOVATION THEATER**

2023 NIGP Forum  
 August 19-23, 2023  
 Kentucky International Convention Center  
 Louisville, KY



**Contact Information**

Company Name.....  
 Contact..... Title.....  
 Tel..... Fax.....  
 Email..... Website .....

Address.....  
 City..... State..... Zip..... Country.....

**Billing Contact** (if different from the above): Name .....Email.....  
 Address.....Phone.....

**NIGP Innovation Theater**

Innovation Theater - \$2,950

Total Cost: \$ \_\_\_\_\_

**Payment Information**

**Cancellation/Decrease Penalties**

<b>Initials</b>	<b>Deposit and Payment Schedule</b>
	100% Payment due with contract
Innovation Theater will not be held or confirmed without deposit. Failure to make payments does not release the contracted or financial obligation of Exhibitor.	

<b>Cancellation/Decrease Penalties</b>	<b>Initials</b>
100% Cancellation fee upon cancellation	

**Make checks payable to:** NIGP

**Submit application to:**  
 Email: [expocontracts@spargoinc.com](mailto:expocontracts@spargoinc.com)  
 Fax: 703-563-2691

**Mail payments to:** NIGP ♦ ATTN: Exhibit Management  
 2411 Dulles Corner Park, Suite 350 ♦ Herndon, VA 20171

**Need Help? Contact:**  
[nigpexhibits@spargoinc.com](mailto:nigpexhibits@spargoinc.com)  
 888-744-1449

**Credit Card Payments:**  
 An invoice will be sent via email to the primary contact (or billing contact if applicable) listed above. Please follow the payment instructions listed within the email on how to access and pay your invoice. You can also call NIGP to make payment at 703-736-8900 ext 0. Please provide your invoice number at the time of payment.

I, the undersigned, hereby make Application for Innovation Theater, at NIGP 2023. I am an authorized representative of the company/organization with the full power and authority to sign and deliver this application. The company/organization listed on this application agrees to comply with the NIGP 2023 Rules and Regulations and all policies, adopted by the National Institute for Government Procurement hereafter. Exhibitor agrees to receive all written and electronic correspondence from NIGP, SPARGO, Inc. and official event contractors in reference to NIGP 2023 and future NIGP events. This application will become a contract upon Exhibitor's authorized signature and NIGP's acceptance and approval.

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

# NIGP Innovation Theater

Session Title: \_\_\_\_\_

Session Description (150 words or less): \_\_\_\_\_

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Session Speaker Name and Title: \_\_\_\_\_

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