

APPLICATION AND CONTRACT FOR CAREER FAIR

TRB 102nd Annual Meeting
 Walter E. Washington Convention Center
 Washington D.C.
 January 8-12, 2023



Employer Contact Information

Company Name.....
 Contact..... Title.....
 Tel..... Fax.....
 Email..... Website.....
 Address.....
 City..... State..... Zip..... Country.....

Career Fair Rates

Sunday, January 8, 2023, 10:00AM – 2:00PM

- Standard Career Fair Table Fee - \$1,500
- Exhibitors / Patrons / Global Affiliates / TRB Sponsors - \$1,275

Career Fair Includes:

- Poster Board
- 6' draped table
- 2 chairs
- 2 coupon codes for complimentary one-day (Sunday) registrations

Payment Information

Initials	Deposit and Payment Schedule
	Due with application - 100%
Career Fair table will not be held or confirmed without deposit. Failure to make payments does not release the contracted or financial obligation of Employer.	

Cancellation Penalties

Cancellation Penalties	Initials
Through September 15, 2022 - 50%	
After September 15, 2022 - 100%	

Make checks payable to: National Academy of Sciences

Submit application to:

Email: expocontracts@spargoinc.com
 Fax: 703-563-2691

Need Help? Contact:

trbexhibits@spargoinc.com
 888-744-1449

Mail payments to:

National Academy of Sciences Exhibits Management
 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, the undersigned, hereby make Application for Career Fair, at the Transportation Research Board (TRB) 102nd Annual Meeting. I am an authorized representative of the company/organization listed on this application ("Employer") with the full power and authority to sign and deliver this application. Employer agrees to comply with the [TRB Career Fair Terms and Conditions](#) and all policies, adopted by TRB hereafter. Employer agrees to receive all written and electronic correspondence from TRB, SPARGO, Inc., and official event contractors in reference to the TRB 102nd Annual Meeting and future TRB events. This application will become a contract upon Employer's authorized signature and TRB's acceptance and approval.

Employer Signature..... Date.....
 Printed Name..... Telephone.....

Show Management Use

Account Manager..... Date.....
 Account Number..... Assigned Table Number..... Size.....