

**APPLICATION AND CONTRACT FOR PRE-AND-POST SHOW MAILING LIST**

**2018 ASCB | EMBO Meeting**

Meeting Dates: December 8-12, 2018  
 Exhibit Dates: December 9-11, 2018  
 San Diego Convention Center – San Diego, CA

[Click Here to Submit Via Email](#)



**Contact Information**

Company Name.....

Contact..... Title.....

Tel..... Fax.....

Email..... Web Site.....

Address.....

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

**Terms and Conditions**

Use of the mailing list is meant to facilitate your company's pre-show and post-show marketing efforts for the 2018 ASCB|EMBO Meeting. **This License Agreement allows for a one time use of the list. A copy of the mailing material must be sent for approval (electronic file can be submitted via email).** The Excel file may not be reproduced or distributed to any other organization, individual or institution without the expressed written consent of SPARGO, Inc. No Exhibitors are included unless the individual is also a paid conference registrant. **This is a mail list only - no phone, fax, or email addresses are included.** The pre-list will be sent via email in Excel format in November 2018, and the post-list will be sent in January 2019. Both are opt in/opt out and some attendees may choose not to participate. **This offer is available to contracted 2018 exhibitors only.** Exhibitor must use GDPR compliant mailhouse which will purge this one-time mailing data from their system within 10 days after use.

- Pre-Show Mailing List - \$850
  - Post-Show Mailing List - \$850
- TOTAL COST: \$** \_\_\_\_\_

Send sample draft of mailing piece via email to: [sharon.wong-stewart@spargoinc.com](mailto:sharon.wong-stewart@spargoinc.com) | 571-279-0028

**Payment Information**

Initials	Deposit and Payment Schedule
	Through August 9, 2018...50% due with application
	After August 9, 2018...100% due with application

Cancellation Penalties	Initials
Through August 9, 2018...50%	
After August 9, 2018...100%	

**ASCB requires full payment no later than August 10, 2018. Failure to make payments does not release the contracted or financial obligation of Exhibitor.**

**ACH Remittance:**  
 SunTrust Account Name: American Society for Cell Biology  
 SunTrust Account Number: 1000091141563  
 Routing Number: 061000104  
 SunTrust Bank | One Park Place | Atlanta, GA 30303

**Need help? Contact:**  
[ascbexhibits@spargoinc.com](mailto:ascbexhibits@spargoinc.com) | 703-631-6200 | 800-564-4220

**Make checks payable to:**  
 ASCB – American Society for Cell Biology

**Mail check payments to:**  
 ASCB Exhibits Management  
 c/o SPARGO, Inc.  
 11208 Waples Mill Rd., Suite 112  
 Fairfax, VA 22030

**Credit Card Payments:**  
 An invoice will be sent within one business day with instructions to submit credit card payment online.

**Submit application via Email:**  
[exhibitcontracts@spargoinc.com](mailto:exhibitcontracts@spargoinc.com)

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 2018 ASCB | EMBO Meeting. Exhibitor agrees to receive all written and electronic correspondence from ASCB and SPARGO, Inc. in reference to the ASCB | EMBO Meeting and all future ASCB events. This application will become a contract upon Exhibitor's authorized signature and ASCB's acceptance and approval. *By signing this agreement, the exhibitor is certifying the mailhouse is GDPR compliant and they agree they will purge this one-time use mailing data from your system within 10 days after use.*

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

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

**Show Management Use**

Authorized ASCB Signature..... Date.....

Account Number..... Assigned Booth Number..... Size.....