

# 2019 IAFE EXHIBITOR REGISTRATION FORM

We will be preparing a packet of name badges for each exhibitor during the 2019 IAFE Trade Show. This packet will be available for pick up on Saturday, Nov. 30, from 4-6 p.m.; Sunday, Dec. 1, from 7:30 a.m.-6 p.m.; or on Monday, Dec. 2, from 7 a.m.-2 p.m. In order to have the name badges ready, we need a list of your company personnel who will be in attendance. For your first booth purchased, you are eligible to receive up to four (4) badges. Exhibitors are offered two (2) additional badges for each additional booth purchased. **Badges above the allotment are \$50 each.** Please return this completed registration form to the IAFE office by Oct. 2. *Once you have arrived in San Antonio, any changes or additions to the list of people manning your exhibit must be made at the IAFE Trade Show Registration counter.*

**Keep in mind, badges should only be used for your company employees or in the case of an agency – any act you may represent.** Day passes or full meeting registrations are available to purchase for those wishing to attend, but who are not exhibiting. It is to your benefit to return a completed and accurate form to avoid waiting in line at the registration area. Exhibitor badges permit access to the IAFE Trade Show during set up and show hours. We encourage exhibitors to attend the General Sessions (Monday-Wednesday), both Happy Hours (Monday and Tuesday), and the Awards Party (Wednesday). Exhibitors are welcome to attend educational sessions, but some sessions require an "attendee" registration and special fee as noted in the program.



While the Henry B. Gonzalez Convention Center has convenient food concessions, **the IAFE is offering an optional 3 day lunch ticket to exhibitor personnel for \$55 per person.** Monday and Tuesday's lunch will be served in the Stars at Night Ballroom (3rd floor), while Wednesday's box lunch will be served in the Trade Show. **Payment for the lunch ticket(s) must accompany the registration form.** *Lunch tickets will not be sold after November 1st.*

**Please return to the IAFE office by Oct. 2.** You may mail (IAFE, 3043 E Cairo St, Springfield, MO 65802) or email the form ([steves@fairsandexpos.com](mailto:steves@fairsandexpos.com)). **All fields below are REQUIRED!**

EXHIBITING FIRM: \_\_\_\_\_

ONSITE PRIMARY CONTACT: \_\_\_\_\_ MOBILE PHONE #: \_\_\_\_\_

OFFSITE EMERGENCY CONTACT (NAME AND PHONE): \_\_\_\_\_

REPRESENTATIVES ATTENDING (FIRST AND LAST NAME, EMAIL ADDRESS, AND JOB TITLE/RELATIONSHIP TO FIRM):

3-DAY LUNCH TICKET

FULL NAME	INDIVIDUAL EMAIL	JOB TITLE/RELATIONSHIP TO EXHIBITING FIRM	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>

## PAYMENT INFORMATION

\$ \_\_\_\_\_ TOTAL DUE

All fees are payable in U.S. funds. Make check or money order payable to **IAFE CONVENTION.**

PAYMENT METHOD:  Check  Money Order  Visa  MasterCard  Discover  American Express

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CVV2/CVC Code: \_\_\_\_\_

***It is our policy not to retain credit card information; therefore, once payment has been processed, this information will be destroyed.***