



2016 SPRING MANAGEMENT CONFERENCE

April 3 - April 5, 2016 / The Westin Savannah Harbor Golf Resort & Spa / Savannah, GA

Disruption: Threats and Opportunities

Contact Booth Application

CONTACT BOOTH PROGRAM

Monday, April 4, 2016, 1:00pm – 4:30pm
Grand Ballroom

PRICE for a (10'X10' Booth)

\$650 – by March 4, 2016
\$750 – after March 4, 2016

PRICE for Bar Row (10'X10' Booth)

\$850 – by March 4, 2016
\$950 – after March 4, 2016

PRICE for a (10'X20' Booth)

\$1,150 – by March 4, 2016
\$1,250 – after March 4, 2016

PRICE for Bar Row (10'X20' Booth)

\$1,450 – by March 4, 2016
\$1,550 – after March 4, 2016

- **PAYMENT FOR BOOTH SPACE DOES NOT INCLUDE ATTENDEE REGISTRATION. ATTENDEES MUST PAY SEPARATELY. PLEASE INCLUDE PAYMENT INFORMATION ON THE ATTENDEE REGISTRATION FORM.**

DEADLINE for sign-up is **March 4, 2016** or when booths have sold out

- Please keep a copy of the completed form for your records
- See next pages for more details and the Contact Booth Guidelines
- An Exhibitor packet from the general contractor/decorator will be available to download from www.gawda.org

Company hereby requests that Gases and Welding Distributors Association (GAWDA) reserve a Contact Booth for Company's use at GAWDA's 2016 Spring Management Conference. Company agrees to work within the guidelines established by GAWDA's Industry Partnering Committee. Booth assignments will be assigned on the following basis: (1) company membership level in GAWDA and (2) date the Contact Booth Exhibit application is received. There are a limited number of booths available, so sign-up early. One booth per Supplier Membership.

TO RESERVE A BOOTH
Complete payment information on the Attendee Registration Form, then fill out and Return a copy of this form to:
GAWDA Headquarters
1 Oakwood Blvd. Suite #195
Hollywood, FL 33020
FAX: 954-367-7790
EMAIL: bellinbogen@gawda.org
Contact Headquarters with questions

Company/Organization Name

Booth Coordinator

Email for Booth Coordinator (please print clearly)

Mailing Address

City

State

Zip

Telephone

Fax

Signature

Date

Competitor 1

Competitor 2

Competitor 3

Competitor 4

SPECIAL REQUESTS:

COMPETITORS – To assist in appropriately assigning booth locations, please list your four major competitors (who are GAWDA members). We cannot guarantee the distance between competitors.

COMPLETING THE APPLICATION does not register you as a delegate to attend the Conference. The booth application will not be processed if a FULL delegate is not registered for the Conference. **You MUST complete the Registration Payment Form to attend the Conference as a delegate.** Please refer to www.gawda.org for delegate registration instructions.

SPECIAL REQUESTS may be noted on this sheet, although, there are no guarantees. Please do not assume we know company affiliations and will therefore place you near each other.

CONTACT BOOTH INSTRUCTIONS

APPLYING FOR A BOOTH

GAWDA Supplier Members who wish to exhibit in the Contact Booth Program may do so by completing this Contact Booth Application. To register for a booth it is imperative that each company be a Supplier Member of GAWDA, be current on their dues, have at least one fully registered delegate, and issue full payment to Headquarters by the cut-off date above.

Payment may be included on the Registration Payment Form. All requests for refunds must be submitted to GAWDA Headquarters by the booth registration deadline listed above.

CONTACT BOOTH

The cost for a 10' X 10' booth space is \$650 per booth. The cost of the 10' X 10' booth includes two chairs, a wastebasket, 7"x 40" identification sign, and a 6' draped table. The cost for a 10' X 20' booth space is \$1,150 per booth. The cost of the 10' X 20' booth includes four chairs, 2 wastebaskets, a 7" x 40" identification sign, and two 6' draped tables. Exhibitor kits are available on the website. **Please refer to the exhibitor kits for move-in and move-out dates and times. Specific shipping instructions will also be included in this kit.** All cancellations will be assessed a \$75 processing fee after the cancellation deadline, March 28, 2016. A refund, minus the \$75 processing fee, will be issued promptly following the Convention. **After the deadline of March 4, 2016 all booth space will be an additional \$100.**

BOOTH ASSIGNMENT

In order for a booth to be assigned, all companies must submit the Contact Booth Exhibit application. Applications and payments received for the GAWDA Contact Booth Program are assigned on the following, in order of priority: **(1)** company membership level in GAWDA and **(2)** date the Contact Booth Contract is received. NOTE: Please check your booth location assignment for conflict with competitors. If your booth location needs to be changed, contact GAWDA immediately. Proximity to competitors is each supplier responsibility. Booth assignments are dependent upon receipt of payment and booth availability. If there is a company you would like to be near, indicate the company name on your application as a "special request." Requests are not guaranteed. **Booth assignments will be posted on www.gawda.org when assigned.**

CONTACT BOOTH ONLY BADGES

"Contact Booth Only" badges are available to exhibitors. **After the deadline of March 4, 2016, all Booth Only Badges will be an additional \$100...** A company must have at least one representative registered as a Full Delegate prior to the purchase of a Contact Booth Only badge. Please note that Contact Booth Only badges will not admit the bearer to any other function at GAWDA Convention except the Contact Booth Program.

Purchasing a contact booth only badge does NOT purchase a booth for the program. In order to register a booth for the Convention, the booth will need to be purchased using the Registration Payment Form and the Contact Booth Contract should be filled out and returned to Headquarters.

Contact Booth Guidelines

Developed by GAWDA's Industry Partnering Committee

The purpose of the Association member Contact Booth program is to provide the opportunity for face to face communication between Distributor and Supplier Members. The objective of the Contact Booth Guidelines as defined by the Industry Partnering Committee, comprised of Supplier members, is to:

- Provide an environment for meaningful dialogue between the Distributor (Distributor) and Supplier (Supplier) members.
 - Maintain, via the following Guidelines, parity among Supplier members, regardless of size, or type of product or service supplied to the Distributor.
1. Participation in the Contact Booth Program will be restricted to GAWDA's Supplier Members.
 2. ONE BOOTH may be purchased per dues-paying member.
 3. The following rules must be followed with regard to the actual booth:
 - Literature may be distributed and prefabricated literature racks will be allowed.
 - Banners and/or Company signage will be allowed. (A standard identification sign will be supplied by GAWDA as in the past).
 - There will be no live demonstrations of products or working models. Use of personal computers to demonstrate software applications are allowed.
 - All displays must be erected on or placed against the back partition of the booth.
 - All displays are to be completely removed at the conclusion of the contact booth program.
 4. No form of entertainment will be allowed. Give-away items will be permitted.
 5. With regard to booth location, booths are assigned in the order they are received at Headquarters. Members with more than one booth (thus, more than one membership) will not be allowed to block booths next to each other.
 6. At least one person from each exhibiting company must pay a full meeting registration fee. Additional Contact Booth Only badges may be purchased for Booth Personnel for an established amount.
** Please note that these Contact Booth Only badges will not admit the bearer to any other function at the meeting. Badges are required for entry into the Contact Booth program and may be picked up at the GAWDA Registration Desk. GAWDA reserves the right to ask you to leave any function for which you have not paid.
 7. Contact Booth applications must be returned to Headquarters. Payment can be made using the Attendee Registration Payment Form.
 8. If you indicate your four (4) competitors on the application form, every effort will be made not to assign your booth near those specified, although it cannot be guaranteed.
 9. No phone reservations will be accepted.
 10. In the event that all booths are filled, you will be notified and placed on a waiting list.

By returning a Contact Booth Application you agree to abide by these Guidelines.