

CONTRACT FOR EXHIBIT SPACE & EXHIBITOR RULES & REGULATIONS

This Contract for Exhibit Space incorporates the ALEA EXPO 2017 Rules & Regulations and ALEA exhibitor insurance requirements, included herein. By signing this contract, you acknowledge you have read and understand the exhibitor Rules & Regulations and agree to abide by them and any additional rules deemed necessary by the Airborne Law Enforcement Association (ALEA). For additional information or inquiries, please call 301-631-2406. Please complete the fields below as you would like your company listed in the official Program Guide. Company description may be submitted to bosborne@alea.org and is due by May 24, 2017.

ALL MATERIALS REGARDING ALEA EXPO 2017 SHOULD BE SENT TO:

Exhibiting Company: _____

Address: _____

City/State/Zip: _____ Country: _____

Website: _____

Phone: _____ Fax: _____

Exhibit Contact: _____ Email: _____

Signature: _____ Date: _____

EXHIBIT SIZES

- | | | |
|----------------------------------|----------------------------------|----------------------------------|
| <input type="checkbox"/> 10 x 10 | <input type="checkbox"/> 10 x 20 | <input type="checkbox"/> 10 x 30 |
| <input type="checkbox"/> 20 x 20 | <input type="checkbox"/> 20 x 30 | <input type="checkbox"/> 30 x 40 |
| <input type="checkbox"/> 30 x 50 | <input type="checkbox"/> 50 x 50 | <input type="checkbox"/> 50 x 60 |

BOOTH SPACE PREFERENCE*

#1 _____ #2 _____

Companies we would like to be near / away from (circle): _____

*Every effort will be made to secure the exhibit space(s) in the priority you have listed. Priority is determined by the date of the request for space, accompanied by full payment.

ADVERTISING

- | | | | |
|---|-------|--|--------|
| <input type="checkbox"/> Aisle Signs | \$450 | <input type="checkbox"/> Program Guide (Cover) | \$1300 |
| <input type="checkbox"/> Tote Bag Inserts | \$500 | <input type="checkbox"/> Program Guide (4C Ad) | \$1000 |
| <input type="checkbox"/> Air Beat Today (1) | \$300 | <input type="checkbox"/> Program Guide (BW Ad) | \$ 750 |
| <input type="checkbox"/> Air Beat Today (3) | \$850 | <input type="checkbox"/> Hotel Key Cards | \$4000 |

SPONSORSHIPS

Please contact Benay Osborne to contract your sponsorship today at 301-631-2406 or via email at bosborne@alea.org.

ACCOUNTING

Booth Fee \$ _____

Advertising/Sponsorship Fee(s) \$ _____

Non-Corporate Member surcharge* \$ _____

TOTAL AMOUNT \$ _____

*check box if you would like to apply the non-corporate member surcharge towards one-year Corporate Membership dues (\$375 value)

BILLING ADDRESS

Please check box if same as mailing address

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____ COUNTRY _____

PHONE _____ FAX _____

EMAIL _____

PAYMENT MUST ACCOMPANY FORM

Please make checks payable to ALEA, or use your VISA, MasterCard, Discover or American Express.

- VISA MASTERCARD DISCOVER AMERICAN EXPRESS

CREDIT CARD NUMBER _____ AMOUNT _____

EXP (mm/yy) _____ V-CODE _____

NAME AS IT APPEARS ON CARD _____

SIGNATURE _____

Please return this form to:
 Airborne Law Enforcement Association
ALEA EXPO 2017
 50 Carroll Creek Way, Suite 260, Frederick, MD 21701
 F 301.631.2466 E bosborne@alea.org

REGISTRATION AND CANCELLATION/REFUND POLICY: Exhibitors may reduce or cancel contracted space by submitting written notice to the ALEA Headquarters on the following schedule:

- Written notice received 60 days or more from the event: 75% refund
- Written notice received 30 – 59 days from the event: 50% refund
- No refunds will be issued less than 30 days from the start of the event.