

Application for Exhibit Space at the 12<sup>th</sup> Annual SATRO<sup>®</sup> Conference  
 April 29—April 30, 2010, Crowne Plaza Atlanta Perimeter at Ravinia  
**Please photocopy for your records. Payment must be received by October 1, 2009**

Name of the Exhibitor: \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail Address \_\_\_\_\_ Will you need electricity?    Y    N

**Please indicate the exact listing for your company name in the Conference Binder:**

Firm or Company Name \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

**Note: Exhibiting companies will receive two (2) registrations per booth. All representatives must be registered. Additional exhibitor registrations are \$225/person. Please submit names of exhibit staff below.**

Staff who will attend: \_\_\_\_\_

Early Bird Discount **\$800** (Payment must be received by October 1<sup>st</sup>, 2009)  
 Circle Requested Presentation Time 8:00 8:30 9:00 9:30 10:00 10:30 11:00 11:30

Payment for number of exhibit tables requested (\$850 per table--\$900 after 4/1/2010).....	_____
<small>(Note: Booth placement is at the discretion of the conference organizers)</small>	
Payment for additional exhibitor registrations (\$225 each).....	_____
Payment for distribution of product information, up to 12 pg. brochure (\$300 each).....	_____
Payment for pre-conference digital attendee list (\$200 per rental).....	_____
<b>Total Due</b>	_____

**Note: Space will be released to those on the waiting list if payment is not received by April 1, 2010.**

Please return form with payment to: Administrative Management Services, Inc. 1-877-559-4548 or fax information to 704-319-2289.

**Note:** Exhibitors are responsible for all special charges for their exhibit to include storage, shipping, electricity, set-up, and take down charges. In the event of cancellation by the exhibitor prior to April 15, 2010, the liability of the association shall be limited to a refund of the amounts paid less a \$250 administrative fee. No refund requests after that date will be honored. All refund requests must be in writing. In the event of cancellation of the conference for reasons beyond the control of SATRO<sup>®</sup>, it is the understanding of all parties that the liability of the association shall be limited to a refund of the amounts paid. Each exhibitor must comply with any and all requirements established by the facility where the exhibit space is located. In participating, exhibitors agree to bear full responsibility for the loss of any personal or business materials or equipment at the conference. Companies signing this agreement extend permission to SATRO to post pictures of their exhibit staff on its website or in other marketing materials.

Accepted by: \_\_\_\_\_  
 Name and title of company representative Date