

# 2010 Conference Exhibitor/Sponsor Application

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## Contact and Company Information

### Marketing Contact Name\*

Title \_\_\_\_\_

Firm/Company \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

### On-site Contact Name\*\*

Title \_\_\_\_\_

Firm/Company \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

### Company Information\*\*\*

Web Site Address \_\_\_\_\_

Product/Service \_\_\_\_\_

*\*Marketing contact is the person who the GSCPAs' Communications Department will work with to obtain the exhibitor/sponsor application, payment, booth selection, signed contract, company description and logo.*

*\*\*On-site contact is the person who will be attending SEAS and who the GSCPAs' Exhibitor Coordinator will work with on the day-of details, such as set-up/tear down details, travel arrangements and additional services needed during the show.*

*\*\*\*Your company's 50-word description is required to accompany this application before it can be processed. The GSCPA reserves the right to edit your company's description.*

## Cancellation Policy

Cancellations are fully refundable if submitted in writing 90 calendar days or more prior to the conference. Cancellations submitted in writing 89 to 31 days prior to the conference will receive a 50 percent refund. **No refunds will be given to cancellations received 30 days or less prior to the conference.**

## 2010 Conference Choices

Conference	Fee(s)	Conference	Fee(s)
Healthcare Conference - #13011 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____	Fall Decision Makers Conference - #13046 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____
Spring Decision Makers Conference - #13008 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____	Georgia Tax Forum - Atlanta - #13066 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____
Spring Government Workshop - #13016 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____	Georgia Tax Forum - Savannah - #13061 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____
Georgia Federal Tax Conference - #13078 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____	Firm Practice Management - #13081 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____
Real Estate Conference - #13002 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____	Don Farmer's Tax Seminars November 2010 Tifton <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____
Annual Convention - #13051 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	Contact Elizabeth Kistler for fees	Don Farmer's Tax Seminars November 2010 Macon <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____
Estate Planning Conference - #13004 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____	Don Farmer's Tax Seminars November 2010 Gwinnett <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____
Southeastern Accounting Show - #13089 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	Contact Elizabeth Kistler for fees	Don Farmer's Tax Seminars December 2010 Cobb - # 12998 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____
Financial Institutions Conference - #13096 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____	Government A&A Conference - #13071 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____
Fraud and Forensic Accounting - #13021 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____	2011 Healthcare Conference - #13011 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____
Accounting & Auditing Conference - #13036 <input type="checkbox"/> G <input type="checkbox"/> S <input type="checkbox"/> E	_____		
		<b>GRAND TOTAL</b>	_____

G = Gold Sponsor S = Silver Sponsor E = Exhibitor

## Payment Information

- Check enclosed payable to Georgia Society of CPAs  
 Visa  MasterCard  AmEx  Discover  Personal Card  Company Card

Card# \_\_\_\_\_  
 Exp. Date \_\_\_\_\_  
 Cardholder Name \_\_\_\_\_  
 Signature \_\_\_\_\_

**Your signature below indicates that you understand and agree to the terms printed on the reverse side of this contract. Booths will not be reserved without the company representative's signature.**

Company Representative's Signature \_\_\_\_\_ Date \_\_\_\_\_

Please complete application and fax or mail with payment to:  
 Elizabeth Kistler, communications manager, GSCPA,  
 3353 Peachtree Road NE, Suite 400, Atlanta, GA 30326-1414  
 Fax 404-237-1291 • Phone 404-504-2941 • ekistler@gscpa.org

# Terms of the Contract

1. Each single booth at each GSCPA conference will have a booth space rental fee per booth. Booth space rental fees and deadlines are outlined on pages 5-9 of this booklet .
2. Payment in the amount of 50 percent or full payment must accompany the application/contract. Exhibitors will not be allowed access to the conference until all fees are paid in full.
3. Exhibitors are required to have an attendant at their exhibit at all times during show hours.
4. List and mailing labels of attendees for a one time mailing. Labels are available upon request.
5. This agreement is for exhibit space only; course materials are not included. Exhibitors may attend the program only if they formally register as a participant by paying the registration fee in addition to the exhibit fee.
6. GSCPA management reserves the right to approve the character of any exhibit, any goods therein and the attendant advertising and sales promotion and to prohibit anything which in its judgment because of noise or other objectionable features may detract from the show in general.
7. All sound equipment must be regulated so that it does not disturb neighboring exhibits. The GSCPA reserves the right to determine at what point sound constitutes interference with others and must be discontinued. Due to regulations by the music industry regarding music at public meetings, conventions and shows, exhibitors may not play music during the conference, either live or recorded.
8. Exhibitors will not be permitted to assign, sublet or share with others any part of the space allotted to them.
9. GSCPA management reserves the right to require any exhibitor to move his exhibit to another location if it is in the best interest of the show.
10. No exhibitor is to begin dismantling prior to the close of the conference. Any exhibitor dismantling prior to the close of the conference will forfeit his company's right to exhibit at future meetings of the GSCPA.
11. Advertising materials cannot be distributed outside of the exhibitor's booth.
12. Booths must be kept clean. The floor and display areas of the booth must be clear of debris. Exhibitors will be liable for any extra clean-up costs incurred due to displays, food machines and other means.
13. The use of promotions, premiums, lotteries or giveaway contests must be approved by GSCPA management. Such approval may be granted or withheld with or without cause at the discretion of GSCPA management.
14. Use of electrical current is confined to lighting or the operation of such equipment that is harmless, noiseless and does not release undesirable odors.
15. Objectionable practices by exhibitors or official suppliers should be reported immediately and not after the conference is completed.
16. No children under 16 years of age will be allowed in the exhibit area at any time.
17. It is agreed that the GSCPA and the host facilities shall not be liable for any damage to, or destruction of, any exhibit from any cause or for the theft or disappearance of any exhibit or any property contained in or about the exhibit booth area.

18. The exhibitor agrees to indemnify and hold harmless the GSCPA and the host facilities or their employees or their representatives against any and all liabilities for damage, injury or loss to all persons and any and all claims arising out of acts or omissions of exhibitors, their employees or their representatives.

19. The GSCPA will not be held responsible or liable for charges or damages for any failure of performance due to acts of nature, labor disputes, shortage of materials, governmental authority, or other circumstances beyond reasonable control of either party.

20. Insurance, if desired by the exhibitors, must be obtained at their own expense.

21. Exhibitors will not offer educational/training or other programs within the show facility simultaneous to GSCPA Accounting Show-related programs.

22. The GSCPA is not responsible for monitoring the proximity of competitors' booths.

### Booth Construction

23. All electrical work and electrical wiring must be approved and installed in accordance with regulations established by the officials of the Fire Marshall's Office.

24. No construction will be allowed at the sides or above the booth which may obscure the view of any adjacent booths.

25. All materials used for decorating must be flameproof.

26. Construction and signs that are above 8 feet in height are to be approved by GSCPA management.

27. All applicable city, county and state codes and ordinances must be complied with, as well as those of the host facilities.

28. Nothing shall be posted on, tacked, nailed or otherwise affixed to columns, walls, floors or other parts of the buildings, furniture or equipment.

### ADA Requirements

29. In accordance with ADA requirements, if you are disabled and require special services, please contact our office.

### Interpretation of Rules

30. The interpretation of all rules and regulations is the responsibility of the GSCPA Board of Directors or their designated representative. All decisions of said group or representatives are final.

### Cancellation Policy

31. Cancellations are fully refundable if submitted in writing at least 90 calendar days or more prior to the conference. Cancellations submitted in writing 89 to 31 calendar day prior to the conference will receive a 50 percent refund. **No refunds will be given to cancellations received 30 days or less prior to the conference.**