



APPLICATION FOR EXHIBIT SPACE
2019 Accelerating Test and Evaluation with LVC and Agile Workshop

September 17-20 ~ Orlando, FL ~ Hosted by the Central Florida Chapter

NOTE: The Workshop is a non-competitive environment meant for a free exchange of ideas and information.

Organization Name _____ Exhibit Contact Name _____
 Address _____ Title _____
 _____ Email _____
 _____ Phone _____
 _____ Fax _____
 Web Site _____ Signature _____

We hereby make application for exhibit space at the Workshop.
(NOTE: Tutorial registration is not included in the booth package.)

Booth Package (1)	Table-Top (5)	10x10 (6)	10x20 (7)
ITEA Corporate Member (2), Government Agencies, and Military Organizations	<input type="checkbox"/> \$1,800	<input type="checkbox"/> \$2,800	<input type="checkbox"/> \$4,200
LARGE Non-ITEA Corporate Member (50+ Employee Organizations)	<input type="checkbox"/> \$3,300	<input type="checkbox"/> \$4,300	<input type="checkbox"/> \$6,450
SMALL Non-ITEA Corporate Member (<50 Employee Organizations)	<input type="checkbox"/> \$2,600	<input type="checkbox"/> \$3,600	<input type="checkbox"/> \$5,400

NOTES:

- Each booth package one electrical outlet (5-10 amps 110 power), a 6' table, two chairs, wastebasket, and a company description on the ITEA Web site and in the *Workshop Program Guide*. The description should be no longer than 50 words and it can describe your organization, its products, and/or services. Email this information to LVC-Agile@itea.org.
- Active ITEA Corporate Membership required as of exhibit application submission date.
- Includes a one-year ITEA Corporate Membership with 3 individual memberships.
- Includes a one-year ITEA Corporate Membership with 5 individual memberships.
- Table-Top Package includes one (1) full Cyber Security Workshop registration.
- 10x10 Booth Package includes two (2) full Workshop registrations, and a quarter-page ad in both the *Workshop Program Guide* and the Workshop issue of *The ITEA Journal of Test and Evaluation*.
- 10x20 Booth Package includes four (4) full Cyber Security Workshop registrations, and a half-page ad in both the *Workshop Program Guide* and the Workshop issue of *The ITEA Journal of Test and Evaluation*.

Booth Selection – Please indicate your preferred exhibit booth locations.

NOTE: Both spaces are assigned on a First-Come, First-Served basis.

1. _____ 2. _____ 3. _____ 4. _____

Special Requirements – Packages one electrical outlet with 5-10 amps 110 power. Additional requirements may be indicated below and will be billed at exhibitor's expense.

Number of outlets: _____ How many amps will your system consume? _____
 Special Connectors Required _____



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Exhibit Rental Fee

Exhibit Booth Rental Fee: \$ _____

Deposit (50%) of Rental Fee: \$ _____

Balance Due Within 30 Days of Receipt of Invoice

Payment Information

Check Enclosed PO Number _____

VISA MasterCard American Express

Card No.: _____

Expiration Date: _____ Security Code: _____

Name on Card: _____

Signature: _____

Booth Personnel

Packages include two full registrations per 10x10 booth space. Include additional sheets for booths larger than 10x10.

NOTE: Tutorial registration is separate and not included.

Name _____ Name _____

Title _____ Title _____

Company _____ Company _____

Street Address _____ Street Address _____

Mail Stop/Bldg _____ Mail Stop/Bldg _____

City/State/Zip _____ City/State/Zip _____

Cell Phone _____ Cell Phone _____

Fax _____ Fax _____

Email _____ Email _____

Web Site _____ Web Site _____

Payment for Space/Cancellation Policy

Under the terms of the contract, the exhibitor agrees to pay fifty percent (50%) of the total fee with this application, and further agrees to submit to ITEA the balance due upon receipt of statement but in no case later than **30 Days after Receipt of Invoice**. It is understood that failure by the exhibitor to remit outstanding balance due ITEA by said date shall render all exhibit agreements between the exhibitor and ITEA invalid and shall constitute forfeiture of all monies paid under terms of the contract. An exhibitor who cancels all or part of reserved booth space within **90 days of the start date of the Workshop** will forfeit fifty percent (50%) of the deposit.

Exhibit applications received within 60 days of the event start date must include full payment. We understand this application becomes a contract when signed by us and accepted by ITEA. In compliance with the requirements set forth by the International Test and Evaluation Association, we certify that we are Equal Opportunity Employers. We have read and agree to abide by all rules, regulations, requirements and conditions outlined in the contract and exhibitor prospectus. **Contracts received without payment will not be assigned a booth space until the 50% deposit is received. Exhibitors not paid in full 30 days after receipt of invoice will be removed from the floor plan until the deposit is received.**

Exhibit Contact:

James Gaidry, CAE, Executive Director
703.631.6220 (Phone)
703.631.6221 (Fax)
jgaidry@itea.org (Email)

Mail or Fax Contract/Payment to:

International Test and Evaluation Association (ITEA)
4400 Fair Lakes Court, Suite 104
Fairfax, VA 22033
Fax: 703.631.6221