

# Forum 2009 Exhibit Space Contract

JUNE 22-24, 2009, THE FAIRMONT CHICAGO

The Exhibit Space Contract ONLY reserves exhibit booth space at *Forum 2009*. Please complete this form and return it with your payment. Once your payment is processed, we will email you the link to the Exhibitor Registration Form.

## Exhibit Booth Fee (includes two conference registrations)

All 8' x 10' booths are \$10,000 (**\$8,000 for MFA Members**). Please refer to the exhibit floor plan and indicate your first, second, and third choice of location. Space will be assigned on a first come, first-served basis. All booth fees must be paid in advance and must accompany this form. Booth reservations can only be guaranteed once payment has been received, and booths will not be assigned until the fee has been paid.

## Additional Booth Personnel

Two (2) additional conference registrations are available at a rate of \$500 each (limit two).

## Cancellations

MFA will make a 50% refund upon written request of cancellations received by May 26, 2009. No refunds will be made after this date.

## Exhibitor Information:

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State/Prov \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

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

E-mail \_\_\_\_\_

## Method of Payment

- Check (Made payable to "MFA" in U.S. dollars.)  
 MasterCard    VISA    American Express    Discover

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Card Holder's Name \_\_\_\_\_ Amount to Charge \_\_\_\_\_

Card Holder's Signature \_\_\_\_\_

## Exhibit Booth Choices

(Please choose your preferred booth number from the floorplan diagram.)

First Choice: Booth # \_\_\_\_\_

Second Choice: Booth # \_\_\_\_\_

Third Choice: Booth # \_\_\_\_\_

Please list any exhibitor(s) you do not wish to be near. MFA will make an effort to accommodate your request, but it is not guaranteed.

\_\_\_\_\_  
\_\_\_\_\_

## Complete and Return this Contract to:

### Managed Funds Association

Forum 2009 Exhibits Department  
2025 M Street, NW, Suite 610  
Washington, DC 20036-3309  
Fax: 202.367.2137

## Questions?

Call Lauren Houck, Exhibits Coordinator, 202.367.1172, or  
Tina Hochberg, Manager, 202.367.1172

The undersigned hereby makes application for exhibit space at *Forum 2009*, which, when accepted by MFA, becomes a contract. Terms and conditions are a part of this contract. The applicant agrees to accept booth space assigned by MFA and to make full payment upon application. It is understood that booth reservations can only be guaranteed once payment is received and booths will not be assigned until the booth fee is paid. The cost for extra equipment or services is not included in the booth registration fee. The exhibit package includes: 1) one 6' draped table, two chairs, wastebasket, and one identification sign; 2) two complimentary registrations and two reduced rate conference registrations, if desired; and 3) a one-page, four-color advertisement and company description in the conference program. In order to guarantee the appearance of the ad, artwork must be received NO LATER THAN May 26, 2009. For a complete listing of exhibitor benefits included, link to MFA's *Forum 2009* eBrochure. If the need to cancel arises, MFA will give a 50% refund if written notice is received on or before May 26, 2009. No refunds will be made after May 26, 2009. The undersigned agrees to abide by all rules, requirements, restrictions, and regulations as set forth in this agreement or as may be especially designated by MFA, The Fairmont Chicago, or the city of Chicago, IL. Failure to abide by such rules and regulations results in forfeiture of all monies paid or due MFA under terms of this contract.

Company Contact Signature \_\_\_\_\_

Date \_\_\_\_\_