



# 2018 National Convention

**Exhibit Dates:** August 7–10, 2018  
**Location:** Caribe Royale  
8101 World Center Drive, Orlando, FL 32821  
Special Room Rate: \$109.00  
Cut-off Date: July 14, 2017 (limited space available)

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_

**Name: (Indicate EXACTLY how you wish your company or organization to appear in the conference materials)**

**Sponsor/Exhibitor On-site Contact Person:** \_\_\_\_\_

Cell # \_\_\_\_\_ # staff @ booth \_\_\_\_\_

**Sponsorship: \$2,400**

**Sponsorship Includes:**

- Exhibit booth
- One 6-foot table with pipe and drapes
- 4 seats at Convention Banquet
- Full Page Ad in the Convention Program Guide
- Opportunity to add items to welcome bag

**Banquet Table Sponsorship: \$1,500**

Banquet Table includes 10 seats at one table

**Exhibitor/Vendor: \$1,000**

**Exhibit booth includes:**

- Exhibit Booth
- One 6-foot table with pipe and drapes
- Two chairs
- Opportunity to add items to welcome bag

**Additional Services:**

Electrical Outlet: \_\_\_\_\_

Special Request: \_\_\_\_\_

**Check enclosed** (payable to AMVETS), or  
**Charge to:**  VISA  MasterCard  American Express

Credit Card #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Authorized CREDIT CARD Signature**

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## Terms for sponsorship and exhibit space

- Booth Equipment:** Includes one (1) 6' table, two (2) chairs (four chairs for sponsors) and a standard display sign bearing the sponsor's/exhibitor's name. Additional equipment and services are available upon request and must be made in advance.
- Sponsor/Exhibitor Categories:** AMVETS is not accepting sponsor/exhibitor submissions from: Universities, Health Insurance Companies, Sporting Goods Stores, Banks/Credit Unions. These categories have exclusivity. For more information, please call (301) 683.4066.
- Payments:** Full payment for sponsors/exhibitors must accompany contracts and received on or before July 10, 2018. Requests for additional or special services must be received by July 13.
- Exhibit Schedule:**

Tuesday, August 7	8 a.m. to 3 p.m. (set-up)
Wednesday, August 8	2 to 6 p.m.
Thursday, August 9	9 a.m. to 5 p.m.
Friday, August 10	9 a.m. to 12 p.m.
- NOTE: Please do not dismantle prior to noon Aug. 10.** All space must be cleared by 3 p.m.
- Cancellation:** AMVETS must commit to these spaces in advance, therefore no refunds are available for cancellations.
- Application Rejection:** AMVETS reserves the right to cancel or refuse rental of display space to any person or company whose conduct or display of goods is, in the opinion of AMVETS, incompatible with the general character and objectives of the exposition.
- Loss, Damage, and Injury:** AMVETS will not be responsible for injury, loss or damage that may occur to an exhibitor's employee or property for any cause whatsoever. AMVETS will not be liable for any injury, loss or damage which may be sustained by any person watching, observing, or participating in an exhibit demonstration. All property of the sponsor/exhibitor will remain under his custody and control in transit to, from, and within the confines of the exhibit area.
- Insurance:** Sponsor/exhibitor understands that neither AMVETS nor the hotel maintains insurance covering the Sponsor's/Exhibitor's property and it is the sole responsibility of the Sponsor/Exhibitor to obtain such insurance. Sponsor/Exhibitor assumes responsibility and agrees to indemnify and defend AMVETS, AMVETS National Service Foundation, Caribe Royal and their respective employees and agents against any claims or expenses arising out of the use of the exposition premises. A certificate of insurance must be sent to AMVETS by **July 31, 2018**.
- Shipping and Handling:** Exhibitor is responsible for the shipping and handling of their items. Exhibitor should contact the hotel directly to coordinate the receipt of their items by the hotel and the return of items by the hotel.

**Send Form and Payment to:**

Christine Kirkley  
AMVETS  
4647 Forbes Boulevard  
Lanham, Maryland 20706  
Office: (301) 683-4066 Fax: (301) 683-3066  
[ckirkley@amvetsnsf.org](mailto:ckirkley@amvetsnsf.org)