

EXHIBIT SPACE CONTRACT *career*tech

Please reserve space for our exhibit at Oklahoma's 42nd Annual CareerTech Summer Conference at the Cox Convention Center in Oklahoma City, August 4-5, 2009. This contract is in force when signed by a company representative and accepted by the Oklahoma Department of CareerTech.

COST OF STANDARD BOOTH SPACE: \$595 if contract and payment **received by July 6, 2009;**
\$695 if contract and payment **received after July 6, 2009. Corner booths cost an additional \$50.**
Please call Rena at 405.743.5529 to see if corner booths are available before sending payment and contract. Standard booth is 10' x 10' with one 8' draped table, two chairs, booth sign and trash can.

A. BOOTH SELECTION

1st Choice _____ 2nd Choice _____ 3rd Choice _____ Space is confirmed after payment is received.

B. EXHIBIT HOURS: Move in Monday, August 3, heavy equipment 12 noon to 4 p.m.; continue move-in with only hand trucks (dollies), 4 to 6 p.m. Exhibits are open Tuesday, August 4, 8 a.m. to 3:30 p.m. and Wednesday, August 5, 7:45 a.m. to 11 a.m. Exhibitors agree not to move out of the exhibit hall before 11 a.m., Wednesday, August 5.

C. PAYMENT: Booth space may be reserved upon receipt of this contract along with full payment. All payments received by July 6, 2009, will ensure that your company's name will appear in the conference program.

MAKE CHECK PAYABLE TO CAREERTECH CONFERENCE ACCOUNT. No refunds after July 6, 2009.

I acknowledge the above conditions. Signed _____

D. PLEASE TYPE OR PRINT the following information for the program listing:

Firm Name _____ Phone (_____) _____

Web-Site Address _____ E-Mail Address _____

Address _____ City _____ State _____ ZIP _____

Company Rep. _____ Phone (_____) _____

Address _____ City _____ State _____ ZIP _____

Confirmation will be mailed to this address.

Name/Type of Product(s): _____

Booth Sign: Please print your message for the 7" x 44" booth sign (limit of 24 characters and spaces).

| _____ |

E. PLEASE PRINT NAMES of people requiring name badges.

F. RETURN CONTRACTS: The signed contract and payment must be received by July 6, 2009.

Mail to: Exhibits Manager, Oklahoma Department of Career and Technology Education,
1500 West Seventh Avenue, Stillwater, OK 74074-4364.

Make check payable to: CareerTech Conference Account.

FOR OFFICE USE ONLY

data web sign

Check No. _____

Booth Rental _____

Date Recorded _____

Passport Booth _____

Receipt # _____

Corner Booth _____

Confirmation Mailed _____

Other _____

This confirms acceptance of the above contract and designates the following space assignment(s).

Conference Coordinator, ODCTE Booth No.(s) _____

Total Due \$ _____

Date of Confirmation _____

Paid on Account \$ _____

Balance Due \$ _____