



# 2018 ITG Regional Conference Exhibitor Contract

We, the undersigned, do hereby make application to exhibit at the ITG Regional Conference to be held at the Wanda L. Bass School of Music, Oklahoma City University, January 26 & 27th, 2018. We understand that in signing this contract we agree to adhere to all ITG & ITG Conference Exhibitor Terms.

### COMPANY INFORMATION

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

Company Name as it should appear in the program: \_\_\_\_\_

Name and position of contact person: \_\_\_\_\_

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

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

Fax: ( \_\_\_\_\_ ) \_\_\_\_\_

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

Web Site: \_\_\_\_\_

### DISPLAY AND FEE INFORMATION

Each company wanting to exhibit at the ITG Regional Conference will need to purchase at least one table (\$75) and submit a fully completed contract. We strongly recommend booking your space prior to December 15th, as space is limited. We cannot hold or guarantee space unless a signed contract and payment are received. **No exhibitor applications will be accepted past January 1, 2018.**

Tables are standard 8 foot tables and do not come with drape or skirt.

Outlets and unsecured guest wifi will be available.

First table \$75 \_\_\_\_\_ Additional tables \_\_\_\_ X \$50 \_\_\_\_\_ Total Tables \_\_\_\_\_ Total \$ \_\_\_\_\_

**Names of individuals for Exhibitor Badges.** Badges are available only to those working at your table(s). (2 for first table, 1 per each additional table). Please print clearly.

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\_\_\_\_\_  
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**CONTRACT TERMS**

Full payment is due when contract is submitted in order to reserve your space.

Cancellations after Jan 1, 2018 will be refunded amount paid less a \$50 admin fee. No refunds for cancellations after Jan 15, 2018

Contract with check or credit card information may be mailed to International Trumpet Guild, PO Box 2688, Davenport, IA, emailed to [treasurer@trumpetguild.org](mailto:treasurer@trumpetguild.org) or faxed to 413-403-8899.

**PAYMENT INFORMATION**

All pricing is in US dollars. All payments must be made in US dollars with: **Check** **Visa** **MasterCard** **American Express** (Circle one)

**Checks** should be made out to the **International Trumpet Guild** and mailed to PO Box 2688, Davenport, IA 52809-2688

Card # \_\_\_\_\_ Exp \_\_\_\_\_ CVN \_\_\_\_\_

Card Holder Name \_\_\_\_\_

Card Holder Signature \_\_\_\_\_

**SIGNATURE**

The signature below indicates that you have read and understand the conditions outlined in the ITG 2017 Exhibitor Information and Regulations and agree to the payment terms outlined above.

Exhibitor Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**ITG CONTACT INFO**

For general inquiries email Michael Anderson at [manderson@okcu.edu](mailto:manderson@okcu.edu) or US phone (405) 488-5749

For payment inquiries contact Dixie Burress at [treasurer@trumpetguild.org](mailto:treasurer@trumpetguild.org) or US phone (563) 676-2435.