

Smart Marriages Conference Exhibit Application

July 2 - 5, 2008 San Francisco Hotel • www.smartmarriages.com

PLEASE PRINT:

For Admin Use:

A _____

#/t _____

T# _____

E: _____

M: _____

IT: _____

D _____

P _____

o EXHIBIT LISTING for On-Site Packets & Web Site:

Exhibit title, director, 800#, and url will be listed at smartmarriages.com and in the On-Site Packets. We suggest using your most recognizable "brand" name (i.e. Couple Communication rather than Interpersonal Communication, Inc.) and the most recognizable person name (i.e. the founder or director rather than an exhibit staff person.) Some will recognize a brand name, others a founder's name. For examples, see the list of 2007 Exhibits at:

<http://www.smartmarriages.com/exhibitors.html>.

Note that there is a space limit - all info must fit on one line.

Name of Exhibit as you want it listed in Conference Materials (website & on-site packets):

Name of Program Founder/Director : _____

800 number: _____

Web url: _____

Administrative Contact Person

Address _____

City/State _____ Zip _____

Phone _____

Email _____

On-site Staff name(s) for Exhibit badge(s) – you can send these later.

If this is your first time exhibiting at a Smart Marriages Conference, briefly describe what you will you be selling/promoting:

EXHIBIT Reservation & Payment:

Tables are 2' x 6' and skirted, 2 chairs & wastebasket included. There are no backboards or drapes. A sign is not included.

One table \$650

Two tables \$1105

Three tables \$1560

Four tables \$1960

\$ _____

Electric hook-up: \$35

___ Yes

___ No

\$ _____

Conference attendee postal mail list

(available after the conference by July 25) \$250

___ Yes

___ No

\$ _____

Check payable to: "CMFCE Exhibits" enclosed for
CMFCE, LLC: FD Tax #: 52-1991725

Total: \$ _____

EXHIBIT AGREEMENT:

The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend and hold harmless the Hotel and CMFCE, their agents, servants and employees from any and all such losses, damages and claims.

As the representative of the company/organization above, I hereby make application to exhibit at the CMFCE conference having read and agreed to the terms as outlined. Submitted by (please print):

Signature _____ Date _____

Mail this application with payment by check to:
CMFCE, LLC
5310 Belt Rd, NW
Washington, DC 20015 - 1961

Keep a copy of this form for your records and for shipment address, dates, etc.
YOUR CANCELLED CHECK is your receipt and the only confirmation you will receive.

CANCELLATIONS received in writing by May 19, 2008 will be refunded less \$180.

To Reserve: VCR/DVD/INTERNET Equipment – DO NOT SEND PAYMENT FOR THIS EQUIPMENT!

This equipment **must be reserved in advance**, but will be billed to you by the hotel on-site and charged to you on site (to your hotel room if you are staying at the Hilton). Note: you will NOT be able to add these services at these rates if you do not reserve in advance. Please indicate here **whether or not** you wish to order equipment.

DVD Package (includes player, monitor and cart)

\$200 per event (Wed - Sat): ___ Yes ___ No

High speed Internet Connection: \$200 per event (Wed - Sat): ___ Yes ___ No

Phone – outgoing line: \$200 per event (Wed - Sat): ___ Yes ___ No

FREQUENTLY ASKED QUESTIONS:

Payment by check only, no credit cards.

If you purchase the attendee postal address list, the addresses may be incorporated into your database. (NOT limited to one-time use.) Addresses are NOT available before the conference. You will receive the addresses electronically within two weeks of the end of the conference. **Email addresses and phone numbers are not included and are not available.**

Exhibit space at the San Francisco Hilton is limited. We encourage you to apply ASAP.

Exhibit registration does NOT include admission to conference events or conference meals. Exhibit personnel will receive staff badges that admit staff to the Exhibit area only. Exhibit Staff are invited to attend the conference, but to do so, must register and pay conference registration fees.

We have excellent conference rates at the San Francisco Hilton of \$115 single/double/; \$125 triple; \$135 quad. Call **800-445-8667** to make sleeping room reservations. Ask for the Smart Marriages rate. We encourage you to reserve ASAP as the hotel will sell out. We have overflow hotels, but it is especially convenient to stay at the headquarters hotel. The Hilton SF is on O'Farrell St, 2 blocks from Union Square.

Materials may be shipped to the San Francisco Hilton for arrival **no earlier than June 24.**

Your Name/Your Company Name

Smart Marriages Exhibits/July 2, 2008

Hilton San Francisco

333 O'Farrell St

San Francisco, CA 94102

SF Hilton: 415-771-1400

Please do all you can to make sure your boxes can be easily located. There will be hundreds to sort through and there is nothing more frustrating than to find a box Saturday, at the end of the conference.

If you are shipping multiple boxes, number and identify them with bold marker with easy-to-read LARGE block printing on all 6 sides of the boxes. Include your name/company name and indicate the box is 1 of 6, 2 of 6, etc. It is helpful to mark all six sides with a unique, easy-to-spot sticker, bright color, or logo. This helps the Hotel place all your boxes together as they arrive -- makes it obvious and easy for them if they can easily see that your shipment is a "matched set".

When you arrive, check in at the Smart Marriages Registration desk in the Yosemite Room on the Ballroom Level. The desk opens at 7am. You will be shown to your exhibit location. After you locate your exhibit, you can arrange with the hotel for delivery of your packages.

Please EMAIL if you have questions.

Diane Sollee at diane@smartmarriages.com