

Booth Location Request Form & Company Listing

AAPB 2006 Annual Meeting

Company Name: _____

(Please note that the information provided on the Exhibit Contract will be printed in the Program.)

This is to confirm your company's listing in the AAPB promotional material for the meeting (program, emails & website) and to indicate your booth location preferences. Booth assignments will begin **after** January 20, 2006. **Be sure to submit this form with your Exhibit Contract. Your contract cannot be processed without this form.**

IMPORTANT: Provide a description of 50-words or less for your company's **product(s)/service(s)** to be published in AAPB promotional materials. **It is preferred that you email your description to mwells@resourcenter.com.**

BOOTH LOCATION

Provide your preference for booth location.

PLEASE LOCATE US NEAR...

We prefer to be located NEAR one of the following companies (specific names, not type of businesses):

1. _____
2. _____
3. _____
4. _____

DO NOT LOCATE US NEAR...

"Located away" means not directly next to or across the aisle. **We prefer to be located away from the following, competing companies (specific names, not type of businesses):**

1. _____
2. _____
3. _____
4. _____

We understand that AAPB attempts to maintain distance between competitors' booths when a Do Not Locate Form has been supplied. Location away from others is offered as a courtesy by AAPB; it is occasionally not possible and cannot always be guaranteed. AAPB **reserves the right to assign space as necessary in the Annual Meeting's best interest.** Every effort will be made to assign the exhibitor their first choice of location or as near the first choice as possible. When two or more exhibitors ask for the same booth location, booths will be assigned in accordance with point rating, date of receipt of payment and application.

Signature: _____

Please Print Name: _____

All booth assignments will be confirmed in writing by copy of this form.

Office Use: Booths Assigned: _____
Date: _____
Comments: _____
