



36th NCAB/AALAS Seminar 2010 Exhibitor Booth Application

Company Name: _____

Address: _____

City, State, Zip: _____

I have read and agree to abide by the seminar rules and regulation enclosed.

Authorized Signature _____ Date _____

CONTACT PERSON AND E-MAIL ADDRESS FOR REGISTRATION AND SERVICE PACKETS.

NAME _____ e-mail _____

Telephone _____

Booth award confirmation, Service packets, etc. will be mailed later. Banquet tickets and Name Badge will be given out at the Registration booth.

NCAB Institutional Member Booth..... @ **\$595.00** Additional Booth @ \$ **500.00**

Non NCAB-Institutional Member Booth @ **775.00** Additional Booth @ **500.00**

Non-Profit 8' table @ **____.00**

Number of Booths _____ **Total \$** _____

Visa/Mastercard# _____

Card Holders Name: _____

Credit Card Billing Address _____

EXPIRATION DATE _____ **Check#** _____

Please send completed forms to:
NCAB/AALAS
c/o Frank Lynch P.O. Box 224 Frederick, MD 21705-0224
Cell Phone: 703-599-9259
E-Mail: flynch@Pharmacal.com

Registration forms must be received by June 15th, 2010.



36th NCAB/AALAS Seminar 2010 Exhibitor Attendee Registration

Please print or type the form below as you wish your name, title, etc to appear on your name badge and on future NCAB/AALAS mailings. The price differences below are based on whether you are a NCAB member or not. National AALAS membership cannot be used in place of NCAB membership. If you are paying for membership during registration pay the member fees. For first year membership, you are granted an additional three months membership in order for you to take advantage of these savings.

Registration forms must be received by July 15th, 2010

Please send completed forms to:

NCAB/AALAS

c/o Frank Lynch

P.O. Box 224 Frederick, MD 21705-0224

Cell Phone: 703-599-9259 E-Mail: flynch@Pharmacal.com

Company: _____ Telephone: _____

Address: _____

Complimentary Registrations (2 per booth)

Name: _____ Title: _____

Email Address: _____

Banquet _____ X \$ 45 _____
No. Persons

Membership Dues – 2011 \$ 15 _____

Name: _____ Title: _____

Email Address: _____

Banquet _____ X \$ 45 _____
No. Persons

Membership Dues – 2011 \$ 15 _____

Check Number: _____ **Total:** _____

MC/ VISA: _____

Card Holders Name _____ Expiration: _____

Credit Card Billing Address: _____

* Membership dues are for representatives that are not included on Company Institutional Membership application. Banquet cost is not included in complimentary registration.



36th NCAB/AALAS Seminar 2010 Additional Exhibitor Attendee Registration

Please print or type the form below as you wish your name, title, etc to appear on your name badge and on future NCAB/AALAS mailings. The price differences below are based on whether you are a NCAB member or not. National AALAS membership cannot be used in place of NCAB membership. If you are paying for membership during registration pay the member fees. For first year membership, you are granted an additional three months membership in order for you to take advantage of these savings.

Registration forms must be received by **July 15th, 2010**.

Please send completed forms to:

NCAB/AALAS

c/o Frank Lynch

P.O. Box 224 Frederick, MD 21705-0224

Cell Phone: 703-599-9259 E-Mail: flynch@Pharmacal.com

Company: _____ Telephone: _____

Address: _____

Additional Exhibitor Attendee Registration

Name: _____ Title: _____

E-Mail: _____

Name: _____ Title: _____

Email: _____

Seminar Costs	NCAB Member	NON Member	LATE On-Site	Number Persons	Total
Wednesday, September 1 st	\$ 80	\$ 140	\$ 180	x _____	_____
Thursday, September 2nd	\$ 80	\$ 140	\$ 180	x _____	_____
Two-day registration	\$ 130	\$ 190	\$ 230	x _____	_____
Banquet	_____ x \$ 45				_____
	No. person				
Membership Dues – 2011	_____ x \$ 15				_____

Check Number: _____ **Total:** _____

MC/ VISA: _____

Card Holders Name _____ Expiration: _____

Credit Card Billing Address _____

36th NCAB/AALAS Seminar Exhibit Information

SET UP DAY:

- TUESDAY August 31, 2010 (1:00 – 6:00 pm)

DISMANTLE:

- THURSDAY SEPTEMBER 2, 2010 (2:00 pm)

EXHIBIT HOURS:

- WEDNESDAY 8:00-12:00 & 1:00-3:00 pm
- THURSDAY 8:00-12:00 & 1:00-2:00 pm

Lunch will be provided each day

All Booths will be 10' x 10'. The exhibit hall will be carpeted. (Additional Carpet will be available directly from **Brede Exposition Services 301-937-8600.**)

The booth fee shall include the following:

- 8' High Background with a 3' high side divider drape
- One (1) Draped 2' x 8' Table
- One (1) 120 Volt, 5 Amp Electrical service
- One Chair
- Lettered Sign
- Registration for Two (2) Attendees
- Carpet (dark blue)

Booth requests will be honored on a ***first come – first serve basis***. Every effort will be made to avoid competing vendors to be in close proximity to each other, but cannot be guaranteed. Please fill out and return the enclosed form(s) with payment to the exhibit chair noted below.

NOTE: UNION RULES Will APPLY

NOTE: **Exhibitor Service packets and booth confirmations will be sent via E- Mail.**

PAYMENT INFORMATION:

Return completed **"Applications and Registration forms"** with signed rules form to:
(checks made payable to)

NCAB/AALAS c/o Frank Lynch
P.O. Box 224 Frederick, MD 21705-0224

For any additional information, questions, concerns, comments or suggestions, please contact:

Frank Lynch
NCAB/AALAS Seminar Exhibit Committee Chair
703-599-9259 Email: flynch@pharmacal.com



GAYLORD NATIONAL[®]

RESORT & CONVENTION CENTER

on the Potomac



HOTEL RESERVATION INFORMATION:

You must make your own reservations with the hotel. Please call the Gaylord National Resort and Convention Center on the Potomac at **301-965-4000** the reservation group code is **X-AAL10**. In order to receive discounted room rates you must reserve your room by **July 31, 2010**. Reservations can be made on line as well please go to www.ncabaalas.com and click on the direct link.

Gaylord National Resort and Conference Center is located at 201 Waterfront St. National Harbor Md. 20745.

The following Room rates apply:

Single \$189.00 Double \$189.00 each additional person \$20.00 Suites \$229.00

For Suite reservations please contact Karen Williams at the Gaylord National Resort 301-965-4017

Resort Fee: **\$15.00** per night will apply. This fee covers local and 1-800 numbers (20 minutes), high speed Internet access, daily newspaper and fitness center access.

Parking: **\$12.00** per day

DRAYAGE / SHIPPING INFORMATION:

Trade show drayage information will be supplied directly by:
Brede Exposition Services 301-937-8600.

**NATIONAL CAPITAL AREA BRANCH
AMERICAN ASSOCIATION FOR LABORATORY ANIMAL SCIENCE
2010 RULES AND REGULATIONS FOR EXHIBITORS**

January 1, 2010

CONDUCTING EXHIBITS:

1. All exhibit backgrounds must conform to the following standards:
 - No side panels or counters may exceed 42" in height
 - Back panels must not exceed 8' in height, including the sign, and must not protrude from the back wall more than a maximum of 24" above the prescribed side panel or counter height.
2. Noise producing apparatus must be muffled so that it does not interfere with other exhibitors.
3. X-ray and ultrasonic equipment maybe exhibited but not operated.
4. Exhibitors may not display or utilize live animals in any manner.
5. Canvassing or distributing advertising matter outside the exhibitor's own space is not permitted.
6. Solicitation of business, except by exhibiting firms, is not permitted.
7. Only product samples and literature may be distributed. Company promotional items such as pens, key chains, etc are permitted.
8. No individual company raffles are allowed unless supported by NCAB/AALAS.
9. No photography equipment unless contracted by NCAB/AALAS.
10. No combustible decorations are allowed.
11. Exhibit must be in place prior to opening of exhibition hall.
12. The NCAB/AALAS accepts no responsibility on agreements between exhibitors and the decorator, the freight company or other third parties.
13. In the event the annual seminar is not held as scheduled, the liability of the NCAB/AALAS shall be limited to a total refund of the rental fee paid by the exhibitor.
14. All work that is done in connection with the exhibits, require hired labor and must be performed by personnel skilled in the appropriate trades.
15. Nothing shall be posted on, tacked, nailed, screwed, or otherwise attached to columns, walls, floor or other parts of the building or furniture. Anything in connection therewith necessary or proper for the protection of the building, equipment or furniture will be at the expense of the exhibitor.
16. Smoking is prohibited in the exhibit area.

17. No exhibitor may assign, sublet, or apportion the whole or any portion of space allotted, not permit any firm not exhibiting to solicit business or take orders in his/her space.
18. All exhibitors agree not to remove materials from the exhibit booth or exhibit area before the exhibit area is officially closed.
19. Any exhibitor shall be subject to eviction without refund if this contract is violated.

NCAB/AALAS will provide booth space on a first-come first-serve basis.

This contract cannot be canceled.

It is expressly understood and agreed between the exhibitor and the NCAB/AALAS and its agents that NCAB/AALAS shall be under no liability for loss of, or damage to, goods or property of exhibitors and each exhibitor on signing a space contract expressly releases the NCAB/AALAS from such harmless and indemnify the NCAB/AALAS against all claims of liability which may arise or accrue by reason of the exhibitor's use of the booth assigned to him/her.

I have read and agree to abide by the seminar rules and regulations.

Print _____

Sign _____ date _____

Please sign and return to:

**Frank Lynch
NCAB/AALAS
P.O. Box 224
Frederick, MD 21705-0224
703-599-9259**