

# EXHIBITOR AGREEMENT

Please complete this agreement to secure your exhibit space. Once your agreement is completed, the MACPA Conference Department will contact you to confirm your space. Contact the MACPA Conference Department at 248.267.3700 for more information or if you have questions.

## COMPANY INFORMATION (Please Print)

Company Name *(as it should appear in printed & online material)*: \_\_\_\_\_

Website: \_\_\_\_\_

Company Contact/Invoice Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Description of products/services to be exhibited (will be promoted on website and in event attendee agenda): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Cancellation Policy:** Cancellations received 7 weeks or more before the event will receive a full refund; 5-7 weeks prior to the program date will receive a 50% refund; less than 5 weeks prior to the program date do not qualify for a refund. Full payment for all booth(s) must be received **12 weeks prior** to the event to guarantee that your company's name will be printed in all promotional brochures.

Please provide a vector based format (.eps), with outlines. If you do not have outlines, please supply fonts with the file. Other formats included are .jpg or .tif. Files need to be CMYK and 300 dpi or higher. E-mail to [jjernigan@michcpa.org](mailto:jjernigan@michcpa.org).

## PAYMENT METHOD

Enclosed is a check payable to the MACPA \$ \_\_\_\_\_

Please bill me \$ \_\_\_\_\_

Please charge my  
MasterCard/Visa/American Express \$ \_\_\_\_\_

Company Card or  Personal Card

Card #: \_\_\_\_\_ CW2#: \_\_\_\_\_

Exp. Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Return Form To:**  
**E-mail:**  
[exhibitors@michcpa.org](mailto:exhibitors@michcpa.org)  
**Fax:** 248.267.3737

**Mail:** MACPA  
Conference Department  
5480 Corporate Drive  
Suite 200, PO Box 5068  
Troy, MI 48007-5068



## MANAGEMENT INFORMATION & BUSINESS SHOW

Wednesday & Thursday, June 23 & 24, 2010  
Rock Financial Showplace, Novi

- Single Booth \$1,700
- Double Booth \$3,100
- Quad Booth \$6,000
- Premium Location Additional \$200/  
per booth

Booth Number Preference \*

1st choice \_\_\_\_\_

2nd choice \_\_\_\_\_

3rd choice \_\_\_\_\_

\*Booths sold on a first-come/first-serve basis.

**Booth Price** \_\_\_\_\_

### DESSERT HOST

\$200 (includes trays for both days)

+ \_\_\_\_\_

### EARLY BIRD DISCOUNT

Pay in full by **February 19, 2010**  
and receive **\$100 off** the show

- \_\_\_\_\_

**Subtotal** \_\_\_\_\_

## SMALL FIRM PRACTITIONERS CONFERENCE

Thursday, August 19, 2010

Table Top Display \$500

**Subtotal** \_\_\_\_\_

### MULTI-SHOW DISCOUNT

Receive an additional **\$50 off** EACH EVENT  
when registering for both events.

- \_\_\_\_\_

**TOTAL** \_\_\_\_\_

**MACPA USE ONLY:** Date received \_\_\_\_\_ Firm # \_\_\_\_\_ Booth # \_\_\_\_\_