
2008 FAA Northwest Mountain Region Airports Conference

Application For Exhibit Space

We hereby apply for exhibit space in the FAA Northwest Mountain Region Airports Conference in Seattle, Washington, April 21-23, 2008. You will receive a Space Assignment selection form once your application has been accepted.

Payment in full accompanies this exhibit application and we understand that, if accepted by the FAA Northwest Mountain Region Airports Conference, this payment will be retained by the conference and a written confirmation of this application returned. In the event the application is denied, the FAA Northwest Mountain Region Airports Conference will promptly advise us and return the full amount.

Exhibiting Firm:

Please complete this section using the name and contact information of the person to whom correspondence regarding the exhibit should be directed.

Company _____

Name _____ Title _____

Address _____

City/State/Zip _____

Telephone _____ Fax _____

E-mail _____

Person Completing this Application:

Name _____

Signature _____ Date _____

Title _____

Number of Booths Requested:

Please reserve ___ 8' x 10' booth(s) at \$800.00 for a total of \$ _____.
Payment in full for the above is submitted herewith. A copy of this application will be returned upon acceptance.

Send Application Together with a Check Payable to the University of Washington to:

OR

**You may also pay for your booth space using your credit card.
(Visa, MasterCard accepted)**

Debra Bryant, FAA Conference Manager
Conferences UW
Box: 358725
Seattle, WA 98195-8725 Tel: 206-543-5743 Fax: 206-543-2352
E-mail: debryant@u.washington.edu

Card # _____ Exp. date: _____

Name on card: _____

Cardholder Signature: _____

For FAA Northwest Mountain Region Airports Conference Exhibition Use Only:

Total price of booth space: \$ _____

Postmark date: _____

DB date: _____ Confirmation date: _____

Booth Assignment: _____

Display Space Assignment

This form supplements the **APPLICATION FOR EXHIBIT SPACE** form. Please complete the information below.

1. Competitors:

Do not locate our display near the following competitors:

3. Acceptance:

We accept that the application of item #1 on this page, as indicated, may invalidate our preference as outlined in item #2, and agree to accept the assignment of the FAA Northwest Mountain Region Airports Conference.

Signature _____

Date _____

Title (for applicant) _____

2. Location Preference (see floor plan below):

Choice 1: _____ Choice 4: _____

Choice 2: _____ Choice 5: _____

Choice 3: _____ Choice 6: _____

Exhibit Floor Plan:

Exhibits are located in the Grand Ballroom in the DoubleTree Hotel Seattle Airport. (8' x 10' Booths)

You do not need to complete this page at this time.

The Floor Plan has not been finalized.

You will receive a Display Space Assignment Form once your application has been accepted and the floorplan has been finalized.

EXHIBITOR'S PROSPECTUS

FAA Northwest Mountain Region Airports Conference

April 21-23, 2008

DoubleTree Hotel Seattle Airport

Seattle, Washington

Organizations are invited to exhibit at the FAA Northwest Mountain Region Airports Conference for Washington, Oregon, Idaho, Montana, Wyoming, Colorado and Utah sponsored by the Airports Division of the Federal Aviation Administration in cooperation with Educational Outreach at the University of Washington. The conference will be held at the DoubleTree Hotel Seattle Airport.

Conference Dates: April 21-23, 2008

Exhibition Dates: April 22-23, 2008

Exhibitor Fee: \$800.00 per booth (per booth costs include the following: one conference registration, one identification sign, one 8' skirted table, two chairs, 8' draped backdrop with 3' siderails, waste basket, one 500 watt electrical outlet and exhibitor kit)

Expected Attendees: Approximately 410 airport managers, state aeronautical division staff, planners, engineers, operations personnel, airport users and consultants. The conference format will allow ample time for exhibitors to demonstrate their product(s) or service(s) to this unique audience.

Exhibition Location: Grand Ballrooms 1-2 in the DoubleTree Hotel Seattle Airport, Seattle, Washington

Exhibit Booth Specifications: 10' wide by 8' deep standard exhibit booth

Display Space Assignment forms will be mailed after receipt of your Application for Exhibit Space form. Booth assignments will be prioritized based on the postmark date on the exhibitor application. Exhibit space is limited and we cannot guarantee that all exhibitor requests will be accommodated. Early registration is strongly encouraged.

Included in the \$800.00 exhibitor fee is one conference registration per booth space. The exhibitor may designate one representative to receive a badge permitting attendance at all technical sessions and social/catered events. Additional representatives will have access to the exhibit area only.

General inquiries and exhibitor registration should be directed to: Debra Bryant, FAA Conference Manager, Conferences UW, Box: 358725, Seattle WA 98195-8725

Tel: 206-616-1902 Fax: 206-543-2352 E-mail: debryant@u.washington.edu

Exhibit Schedule

Move - In
Monday, April 21
11:00 a.m.–5:00 p.m.

Exhibit Hours
Tuesday, April 22
7:30 a.m.–6:30 p.m.

Move - Out
Wednesday, April 23
2–4 p.m.

Tuesday Exhibitor Reception
4:30–6:30 p.m.

Wednesday, April 23
7:30 a.m.–2:00 p.m.