



**Southeastern Association of Fire Chiefs / Alabama Association of Fire Chiefs
SEAFC 90th Annual Leadership Conference
AAFC Annual Conference**

June 25-28, 2018

**Montgomery Convention Center
Montgomery, Alabama**

Contract for Exhibit Space

Please print or type

Company Name _____
As it should appear in conference materials

Mailing Address _____

City/State/Zip _____

Authorized by _____

Telephone { } _____ Fax { } _____ Cell { } _____

Products/Services to be exhibited _____

E-mail Address _____

The terms and conditions printed in this contract are hereby incorporated by reference; the exhibitor agrees to be bound thereby, and will comply with all exhibit rules and regulations. **Checks should be made payable to Alabama Association of Fire Chiefs.**

Signature

Date

Vehicle Space Number: _____ \$ _____

Booth Number: _____ Hotel Stay: ____ Yes ____ No _____ \$ _____

Name on Hotel Confirmation will be: _____

Additional person in booth\$100.00 each..... Number Needed _____ = \$ _____

* All booths are priced to allow for up to two {2} Personnel {cost covers food and fees}

* All Vehicle Spaces are priced to allow for up to three {3} Personnel {cost covers food and fees}

Grand Total Due (For Apparatus and/or Booth Space, Badges, Extra Personnel) \$ _____

TERMS

Vendors may pay in full at anytime up to the final payment date below, however, to reserve a booth space or apparatus space a \$100.00 non refundable deposit must be received by November 15, 2017. 50% is due by January 31, 2018 with the balance due by April 15, 2018.

November 15, 2017 Payment: \$ _____ {Non-Refundable Deposit}

January 31, 2018 Payment: \$ _____ {50% of Full Payment}

April 15, 2018 Payment: \$ _____ {Balance of Full Payment}

Credit Card Charge:

If payment is made by credit card, a charge of \$3.20 will be charged for every \$100.00 charged to the card.

Name as It Appears On Card: _____

Card Type: {Visa, Master Card, American Express, & Discover Card} _____

Card Number: _____ Security Code: _____

Address as it appears on billing statement: _____

Expiration Date: _____

If you have any questions regarding a vendor space or pricing, please contact AAFC Executive Director Harlon Hutcheson 205-993-4290

Please Return with Payment to:

Alabama Association of Fire Chiefs Executive Director

Harlon Hutcheson
151 Hutcheson Dr.
Phil Campbell, AL. 35581

Office: (205) 993-4290

Cell: 205.993.4290

Fax: (256) 627-6382

Email: harlonh@gmail.com

EXHIBITOR NAME BADGES

2018 Conference Montgomery, Alabama
June 25-28, 2018

Company Name: _____

Please list the names of all personnel who will need exhibitor badges for admission into the vendor area.

{Please Print Clearly}

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Please note:

- Each Booth exhibitor is entitled to the number of badges listed in the contract
- Personnel over the allotted per booth will cost \$100.00 each
- If a badge requires changes, there will be a fee of \$25.00 each at the conference registration area.
- Vendors and Attendees must have name badges on when in the conference vendor area

The signature below hereby authorizes the Southeastern Association of Fire Chiefs to assign exhibit space based on availability and in accordance with the exhibitor's choice whenever possible. If the exhibitor's space is not available, the SEAFCA/ AAFC Association will assign the best available space. The signature below acknowledges receipt and agreement to lease the space and to all rules and regulations under which the exhibit space is leased.

Authorized Signature _____

Date _____
