

AIRI 2012 ASSOCIATION OF INDEPENDENT RESEARCH INSTITUTES vendor registration

AIRI Federal ID: 52-1624453

____ Yes, I understand that my registration will not be processed nor reserved until full payment is received by AIRI; that only check payments are accepted; and my company will not be included in promotional/marketing materials for the meeting until full payment is received. I understand that all sponsorships/exhibits are reserved on a first-registered basis and full payment must accompany order. Ads must be received by August 29, 2012 to be included in program booklet. The annual meeting is September 30-October 3, 2012 at the Hyatt Regency Philadelphia.

____ Yes, I'd like to reserve a vendor presentation slot at the meeting. I understand and agree: 1) this is available on a first-come, first-served basis; 2) full payment must accompany the order; 3) will be honored based on when the registration and full payment is received; 4) I will be contacted via email if a slot is available.; 5) that this offer includes: a meeting room, chairs, and a head table; and that all other items are at the vendor expense (AV, internet, etc.). All vendor presentations must be purchased with a sponsorship or exhibit. Vendor presentations may be scheduled during or after official meeting hours. This agreement must be checked off and signed in order to process the vendor presentation request.

Signature of Contact Name (must be signed to process): _____

Company Name:
Contact Name:
Contact Title:
Address:
City, State, and Zip:
Phone:
E-mail:

Vendor Registration
 Vendor registrations are for employed staff of the vendor organization, with a maximum of three registrations at the \$250 rate; 4th and up reps may register at \$600 rate. All vendor representatives must register, and may not be transferred or divided up between more than one person. Exhibit fee includes an 8x10 area for a booth/display, one 6 ft table, one chair, one meeting registration. Visit us online for complete benefits for each option at www.airi.org. Refund requests will be honored if received on or before August 29, 2012. A \$500 refund charge will apply. Refund requests received on or after August 30, 2012 cannot be honored.

<u>Sponsorship/Exhibit</u>	<u>Register by Aug 30</u>	<u>After Aug 31</u>		
Option 1: Meeting Room Sponsorship	\$ 2500	\$3500	_____	\$ _____
Option 2: Refreshment Break Sponsorship	\$ 2500	\$3500	_____	\$ _____
Option 3: Exhibit	\$ 2500	\$3500	_____	\$ _____
Option 4: New Attendees Orientation Sponsorship	\$ 3500	\$4500	_____	\$ _____
Option 5: Breakfast Sponsorship	\$ 3500	\$4500	_____	\$ _____
Option 6: Lunch Sponsorship	\$ 5000	\$6000	_____	\$ _____
Option 7: Welcome Reception Sponsorship	\$ 7500	\$8500	_____	\$ _____
Option 8: Evening Event Sponsorship	\$ 7500	\$8500	_____	\$ _____
<u>Add-Ons:</u>				
Add an exhibit to any option above	\$ 2000	\$ 3000	_____	\$ _____
Add additional staff registrations (up to 3)	\$ 250	\$ 350	_____	\$ _____
Add additional staff registrations (4 th & up)	\$ 600	\$ 700	_____	\$ _____
Add an ad in an AIRI E-mail blast	\$ 500	\$ 600	_____	\$ _____
Add Vendor Presentation (<i>must sign agreement</i>)	\$ 1000	\$ 2000	_____	\$ _____
Add Upgrade to color ad in program booklet	\$ 500	\$ 600	_____	\$ _____
Add additional ad in program booklet (B/W)	\$ 1000	N/A	_____	\$ _____
Add additional ad in program booklet (color)	\$ 1,500	N/A	_____	\$ _____
GRAND TOTAL DUE:				\$ _____

If you are registering staff, staff's name, title, email, and phone number must be received by August 30. Please return this form with a check (*payable to AIRI*) for the total amount due to: AIRI Management Office, Attn: David Issing, P.O. Box 844, Westminster, MD 21158. For more information, visit www.airi.org or contact AIRI Headquarters at hq@airi.org or (410) 751-8900.