

NATIONAL CONGRESS OF AMERICAN INDIANS
71st Annual Convention & Marketplace
October 26-31, 2014
Hyatt Regency, Atlanta, GA

EXHIBITOR CONTRACT

PLEASE TYPE OR PRINT CLEARLY.

EXHIBITOR CONTRACT MAY BE DUPLICATED

Contact Person:			Telephone:
Email:			Fax:
Name of Organization/Tribe: (For signage purposes)			Website:
Mailing Address:			
City:	State:	Zip Code:	Convention Registration Fees are not included in Exhibitor Contract Fees
Badge Names (1): _____ (2)			

BOOTH			PAYMENT
<input type="checkbox"/> \$750 Tribe <input type="checkbox"/> \$900 Non-Profit Organization or Educational Institution <input type="checkbox"/> \$750 Indian Arts & Crafts	<input type="checkbox"/> \$1,000 Tribal Entrepreneur or Tribal Enterprise <input type="checkbox"/> \$1,000 Tribal Media Exhibitor	<input type="checkbox"/> \$1,800 Corporaton <input type="checkbox"/> \$1,800 State/Federal Agency <input type="checkbox"/> \$1,800 Media Exhibitor	\$75 Early Take Down Fee if applicable _____ \$25 Additional Badge x _____ = \$ _____ Add Names Below <hr/> <p style="text-align: center;">TOTAL</p> <p style="text-align: center;">\$ _____</p>

COVENANT

This application for exhibit space was made and entered into on this _____ day of _____, 2014, by and between The National Congress of American Indians, hereinafter referred to as "NCAI," and _____, hereinafter referred to as "Exhibitor." Application for space and its acceptance constitutes a contract to use the space assigned. NCAI retains the right to assign and/or change exhibit locations for the best interests of the Organization. The Exhibitor indemnifies and agrees to hold harmless NCAI and the Hyatt Regency Atlanta, their officers, directors, employees, and agents, from and against any actions, losses, costs, damages, claims, and expenses (including attorney's fees) arising from any damage to property or bodily injury to Exhibitor, his agents, representatives, employees by reason of the Exhibitor's occupancy or use of the exhibition facilities. In accordance with these rules and regulations governing exhibits for the 71st Annual Convention & Marketplace, October 26-31, 2014, the undersigned makes application for exhibit space and encloses the full fee for each space requested.

SIGNATURE: _____

DATE: _____

PLEASE

***** TRADESHOW SCHEDULE*****

When signed Exhibitor Contract and PAYMENT is received, you will receive your exhibitor packet from NCAI's designated Trade Show Decorator. This packet will include information on shipping, ordering of electricity, phone lines, etc. Convention expenses are used to defray NCAI operating costs. Therefore it is NCAI's policy **NOT TO REFUND** Exhibitor Contract fees for any reason including cancellation. ***If arts or craft items are left in the trade show booth area after closing of the trade show each day, you do so at your own risk, and NCAI will not be responsible for any thefts, lost items or damage.***

Move In: Monday, October 27th at 1:00 pm to 5:00pm
 Tradeshow Reception: Monday, October 27 at 5:30pm to 7:00pm
 Hours: Tuesday through Thursday 9:00am to 5:00pm
 Move Out: Thursday, October 30th at 5:00 pm
 Indian Arts & Crafts Only, Friday October 31st 9:00am- Noon
There is a \$75 Penalty Fee for Early Take Down of Booth (optional)

METHOD OF PAYMENT	ADDITIONAL NAME BADGES	FURTHER INFORMATION
To Pay by Credit Card please contact NCAI directly at 202.466.7767 <input type="checkbox"/> Enclosed is a check or money order payable to The National Congress of American Indians	_____ _____ _____ _____	Contact Bernida Humetewa at (505) 867-0203 or by email to bhumetewa@ncai.org or visit the website at www.ncai.org

MAILING INFORMATION

MAIL PAYMENT TO: NATIONAL CONGRESS OF AMERICAN INDIANS
 1516 P St. NW
 Washington, DC 20005

Agenda Print Deadline: September 5, 2014
Contracts may be accepted after the deadline date if booth space is available.

FOR NCAI STAFF USE ONLY (Please do not write below this line)

TOTAL PAYMENT RECEIVED: \$	RECEIVED BY: _____
CREDIT CARD AUTHORIZATION NUMBER:	DATE: _____
CHECK NUMBER:	