



VOLUNTEER CONFERENCE EXHIBITOR APPLICATION

Saturday, August 6, 2016 - Show hours: 8am-4pm - Double Tree, Culver City

Company Name (As it will appear in the program and Booth Sign)	Contact Person		
Address	State	Zip	Email Address
Cell Phone (if onsite contact)	Office Phone	Website (if applicable)	
Products or services to be sold or displayed (Items not listed, may not be permitted) All exhibitors must complete this section			
<u>Exhibit Table Includes</u> <ul style="list-style-type: none"> (1) Table Tent Sign One 6' table, two chairs Listing in the Program Guide (1) Lunch Ticket 	<u>Please note additional charges:</u> Electricity and internet are purchased separately through the venue.		
<u>Rates</u> <input type="checkbox"/> \$350 Rate for Corporate Table (Information distribution (handouts/brochures), selling product, product demonstration, sampling/giveaways) includes two lunch tickets. <input type="checkbox"/> \$200 Rate for Small Business/Sole Proprietors (Information distribution (handouts/brochures), selling product, product demonstration, sampling/giveaways) includes one lunch ticket <input type="checkbox"/> \$150 Rate for Non-profit business, (Information distribution (handouts/brochures), selling product, product demonstration, sampling/giveaways) includes one lunch ticket. Each additional lunch ticket(s) will cost \$35.00 Parking is an additional \$6/vehicle.	<u>Event Location:</u> Double Tree by Hilton Los Angeles-Westside 6161 W. Centinela Avenue Culver City, CA 90230 <u>To send payments, or questions:</u> Girl Scouts of Greater Los Angeles Attn: Dora Quach 801 S. Grand Ave., Ste. 300 Los Angeles, CA 90017 Phone: (626) 677-2338 E-mail: dquach@girlscoutsla.org Website: www.girlscoutsLA.org		



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____ number of CORPORATE table(s) x \$350	\$
____ number of SMALL BUSINESS table (s) x \$200	\$
____ number of NON-PROFIT table(s) x \$150	\$
____ number of ADDITIONAL lunch tickets x \$25	\$
Total Payment Due with application	

Full payment is due at time of application. Payment will be processed only if application is accepted.

Refund Policy: Booth purchases are 50% refundable until July 1, 2016; all booth purchases are final, non-transferable and non-refundable after July 1, 2016.

Payment (please check one): ☐ Check payable to: Girl Scouts of Greater Los Angeles

Credit Card: ☐ Visa ☐ MasterCard ☐ Amex

Card Number: _____

Expiration Date: _____ Card Code: _____

Billing Address:

Printed Name as it Appears on Credit Card: _____

Signature _____ Date _____

Terms & Conditions: The volunteer conference is an event produced by Girl Scouts of Greater Los Angeles (GSGLA). All exhibitors agree to abide by the following terms & conditions: 1) GSGLA reserves the right to select exhibitors on the basis of appropriateness of the product, product mix and committee review; 2) GSGLA is the sole judge of the above and assignments of space; 3) No tobacco, alcohol or illegal narcotics of any kind will be allowed at the event. No weapons, except those in possession of a peace enforcement officer; 4) We expect approximately 400-500 attendees. If samples or giveaways are to be distributed, exhibitor agrees to provide an adequate amount. 5) Exhibitors must agree to follow all requirements and regulations. 6) Event hours are 8a.m. to 4p.m. We require booths to be adequately staffed the entire time; 7) *Exhibitor understands that utilities such as electricity, internet, phone, and additional tables and chairs are an additional charge and not included in the exhibitor package fees.* Exhibitor will be responsible ordering any AV equipment from the venue. GSGLA holds no responsibility for the execution of these services by these providers. 8) Set up is from 7am-8am, exhibitor set up must be completed by 8am.

☐ I agree to the terms & conditions and want to be included as an exhibitor.

Name: _____

Signature: _____ Date: _____