

EXHIBITOR FAQs & BOOTH FORM

May 2-3, 2017

Dallas/Fort Worth

Ammonia Refrigeration Regional Conference

Irving Convention Center • Irving, TX



What is anticipated attendance?

This two-day event is anticipated to draw a minimum of 500 folks from across the Southwest.

Who will attend?

First-responders; ammonia refrigerating engineers technicians and operators; public employees; contractors

What is on the program?

Programming will include opportunities for hands-on training, general sessions and concurrent technical session classes. The training format for day one includes plenary sessions, simulations and break-out sessions; day two focuses on hands-on training featuring compressor tear down workshops, manufacturer-specific workshops and traditional RETA hands-on workshops.

What does it cost to attend?

Registration for the two-day event is \$50 per person and it includes lunch and breaks each day. Preregistration is mandatory.

What does it cost to exhibit?

\$1,000 per 10'x10' booth which includes complimentary registration for up to two booth staff; the 10'x10' space, two chairs, one 6-foot draped table, waste basket, back and side drapes and company identification sign on back drape; full payment to be received by March (unless other arrangements are made.)

How do I select my booth?

Booth space will be assigned on a first-reserved; first-served basis. Your financial commitment is made when you select your booth space. Please see current floor plan for available booth space.

How do I pay for my booth?

All exhibitors will be invoiced. Booth fees are due and payable in full by March 15, 2017. Acceptable forms of payment are check or credit card.

Are their hotel accommodations near by?

All functions of the Regional Conference will take place at the Irving Convention Center. Nearby hotel accommodations will be available.

Is there parking available?

Self-parking will be available at the Convention Center for a nominal daily fee.

Reserve your booth today ... space is limited and available on a first-reserved; first-served basis

RESERVE TODAY!

Email a signed/dated copy of this sheet directly to Showmgmt@comcast.net.

Payment for booth space may be made upon receipt of invoice provided by Dallas/Ft. Worth Chapter of RETA. Your signature below signifies you will recognize and abide by the prevailing fees and cancellation policy for this event; current Rules & Regulations will be made available with the initial invoice. Lack of signature voids booth reservation.

Exhibitor Contact Information

BOOTH PREFERENCE (PLEASE LIST FIRST, SECOND, THIRD CHOICE)

NAME

COMPANY

ADDRESS

CITY, STATE ZIP

TELEPHONE

EMAIL

SIGNATURE (REQUIRED)

DATE

Questions?

Please contact show management at showmgmt@comcast.net or by phone at 831-214-2005.

