

CORPORATE PRESENTATIONS AND APPLICATIONS

Instructions: Please complete the application, sign the Rules and Regulations form on page 8, and keep a copy of the forms. MAIL the forms with a CHECK to AACRAO II, P.O. Box 37156, Baltimore, MD 21297. You may also fax credit card information or request an invoice by faxing the forms to (202) 822-8850.

A limited number of corporate presentation slots are available to companies and organizations, and participation is on a first-come, first-served basis. Session times will be disbursed throughout the conference. Presentation slots will be confirmed via e-mail, and confirmed sessions will be listed on the Web and in the conference mobile app.

session, or that you make it an educational session. In order to offer additional companies the opportunity to present at the meeting, we are limiting corporate presentations to two (2) per company.

Note: Although Corporate Presentation slots allow you the opportunity to sell your products and services, we suggest that you have a university representative co-present the

- Included in your presentation fee:*
- Name and hyperlink on the conference website
 - Session listing in the AACRAO Engage app
 - One complimentary registration to the conference

Price per Corporate Presentation

AACRAO Corporate Partner \$2,500 **Non-Partner** \$3,400

Corporate Presentation Application

Company _____ Web Address _____
 Presentation Contact _____ Title _____
 Address _____
 City _____ State _____ Zip _____ Country _____
 Phone _____ Fax _____ E-mail _____

Session Title: _____
Session Description (500 character limit; you may attach a separate document): _____

Presenter: _____ Title: _____
 Company: _____ E-mail: _____
 Presenter: _____ Title: _____
 Company: _____ E-mail: _____

This presentation requires Internet access Yes No
 This presentation requires audio-visual equipment in addition to an LCD projector, screen, and one wired podium microphone Yes No
 If 'yes,' please specify _____

Cancellation/Refund Policy

Payment for corporate presentation slots will be refunded, less a \$500 per presentation processing fee, if a written request for cancellation is received by AACRAO no later than June 12, 2020. Telephone cancellations will not be accepted. AACRAO will only honor cancellation requests whose receipt have been confirmed. Final payment is due June 12, 2020 for all corporate presentations. No refunds will be made if the company cancels the contracted slot after June 12, 2020 or if the company fails to attend the meeting. If a company cancels after June 12, 2020 and has not already paid the corporate presentation fee, the company will be liable for paying the full presentation fee to AACRAO.

Full Amount Enclosed: \$ _____ Send Invoice for remaining balance
 Deposit Enclosed (\$500 per presentation): \$ _____ Check (**make payable to AACRAO**) Enclosed or Forthcoming
 Balance Due: \$ _____ Credit Card (please check) Visa MasterCard AMEX
 Card Number _____ Exp. Date _____

Name as shown on credit card _____
 We agree to abide by all rules, regulations, terms, and conditions as outlined in this contract. Contract not valid without signature.
 Signature _____ Date _____