

**INSTITUTIONAL-EXHIBITORS REGISTRATION FORM**

Return form and check for fees to SEKFCFA, INC.

2259 NORTH MAIN STREET, P.O. BOX 1122, DANVILLE, VA 24543-1122

COMPANY \_\_\_\_\_

COMPANY CONTACT PERSON \_\_\_\_\_ ON-SITE CONTACT \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

The following Company representatives will attend the next SEKFCFA convention. You must be registered and wear your NameTag to be on the meeting floor.

NAME \_\_\_\_\_ NAME \_\_\_\_\_ NAME \_\_\_\_\_

NAME \_\_\_\_\_ NAME \_\_\_\_\_ NAME \_\_\_\_\_

SPACE INCLUDES: 6' table and 2 chairs - Needed? \_\_\_\_\_ YES \_\_\_\_\_ NO

ADDITIONAL BOOTH REQUIREMENTS (Please order additional or different furniture from Freeman Decorating) \_\_\_\_\_

ELECTRICITY REQUIRED? YES \_\_\_\_\_ NO \_\_\_\_\_

**\*\*\*Please order all electrical on enclosed form. Electricity will not be ordered if Electrical Request Form is not filled out.\*\*\***

PRODUCT/SERVICE YOUR COMPANY PROVIDES FOR KFC \_\_\_\_\_

PRODUCT TO BE EXHIBITED \_\_\_\_\_

**FEES AND PAYMENT INFO:**

<ul style="list-style-type: none"> <li>o <b>REGISTRATION FEE</b> - \$150.00 per person X _____ person(s)..... \$ _____</li> <li>o <b>EXHIBITORS FEE</b> - \$400.00 per space X _____ space(s)..... \$ _____</li> <li>o <b>SPONSORSHIP CONTRIBUTIONS</b>..... \$ _____ (All Sponsors will be listed on poster at Registration Desk – Thank you for your support!!)</li> <li>o <b>TOTAL ***</b> ..... \$ _____</li> </ul> <p>We accept MasterCard, VISA, American Express or Discover or you can enclose a check.</p> <p>_____ Check Enclosed</p> <p>_____ Please charge my credit card – Account # _____ Expiration Date _____ (Please check one)      <input type="checkbox"/> MasterCard   <input type="checkbox"/> VISA   <input type="checkbox"/> American Express   <input type="checkbox"/> Discover</p>
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**\*\*\* PAYMENT MUST BE ENCLOSED OR FORWARDED BY THE DEADLINE. WE WILL HOLD NO UNPAID BOOTHS PAST THE DEADLINE DATE.**

We understand and agree that fees paid to SEKFCFA in connection with our exhibit are solely for its services in arranging for the exhibit space with the convention facility and SEKFCFA assumes no responsibility or liability whatsoever for the care and safety of the exhibit, any person attending the convention or exhibit, or any property of ourselves or any such person. In consideration of the opportunity to exhibit at the convention, and without limiting the foregoing, we hereby release SEKFCFA and its directors, officers, employees, and agents and their successors and assignees (the "Indemnitees") from any liability or claim which may arise for loss, damage, or injury to persons or property and agree to hold the Indemnitees harmless from any such liability to or claim by others, which may arise in connection with or by reason of our exhibition at the convention.

DATE: \_\_\_\_\_ COMPANY \_\_\_\_\_ BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

\*\*\*\*\*  
FOR ADDITIONAL INFORMATION CALL SEKFCFA SEC-TREAS, Bonny Shelton (434) 836-1237

(FOR OFFICE USE ONLY - CUSTOMER # \_\_\_\_\_ ASSIGNED BOOTH # \_\_\_\_\_)

***This form is required for any booths needing electricity - No electrical will be ordered for you if you have not filled out this form!***

***ELECTRICAL REQUEST FORM***

*Please send this form with your Institutional-Exhibitors Registration Form if you will be requiring any electrical hookups in your booth.*

NAME OF COMPANY \_\_\_\_\_

NAME OF COMPANY REPRESENTATIVE IN CHARGE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

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Number of 110 Volt Electrical Outlets needed \_\_\_\_\_

*(Anything over 2 per booth will be considered special electrical and you will be charged after the show.)*

Will you be requiring any special electrical hook-up? \_\_\_\_\_ *(You will be billed after the show.)*

If so, please describe \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please describe the type of equipment for which you are ordering electrical hook-up (required for **all** electrical orders)

THANK YOU!

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FOR OFFICE USE ONLY: Customer number \_\_\_\_\_ Booth number \_\_\_\_\_