

# 25<sup>th</sup> Annual Space Coast Birding & Wildlife Festival: February 2-6, 2022

Radisson Resort at the Port - 8701 Astronaut Blvd., Cape Canaveral, FL 32920

## Exhibitor Registration Form

**EXHIBIT REGISTRATION CONTACT:** Barb.Eager or Kathy.Rooney @brevardnaturealliance.org

### BUSINESS / ORGANIZATION INFORMATION

Email your Exhibitor Registration form OR mail the form with a check made payable to BNA/SCBWF, P.O. Box 1972, Cape Canaveral, FL 32920. If you choose to email your Exhibitor Registration form, you will be contacted for your credit card payment information.

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

Person(s) Attending: \_\_\_\_\_

Business/Organization Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zipcode: \_\_\_\_\_

Country/Nation: \_\_\_\_\_ Telephone/Cell: \_\_\_\_\_

Website: \_\_\_\_\_ **Must indicate and provide either Tax Exempt # OR Sales Tax # below:**

Tax Exempt #: \_\_\_\_\_ Sales Tax #: \_\_\_\_\_

How did you learn about SCBWF? \_\_\_\_\_

Are you a First-Time Exhibitor with us? Yes \_\_\_\_\_ No \_\_\_\_\_ Are you a Sponsor? Yes \_\_\_\_\_ No \_\_\_\_\_ Sponsor Level: \_\_\_\_\_

Interested in Being a Speaker? Yes \_\_\_\_\_ No \_\_\_\_\_ Interested in Being a Field Trip Leader? Yes \_\_\_\_\_ No \_\_\_\_\_

Will you need a Back Wall? Yes \_\_\_\_\_ No \_\_\_\_\_ Will you need a Booth Sitter? Yes \_\_\_\_\_ No \_\_\_\_\_

### BOOTH / SPONSORSHIP INFORMATION

Sponsorship Amount \_\_\_\_\_ Sponsorship Level \_\_\_\_\_

Exhibit Booths: (enter quantity) \_\_\_\_\_ \$600 = 8'x10', with electric (See below for a complete description)

Additional Tables: (enter quantity) \_\_\_\_\_ \$30 each Table Additional Chairs: (enter quantity) \_\_\_\_\_ \$5 each Chair

**Total Amount Due:** (includes sponsorship, booths, tables and chairs) \$ \_\_\_\_\_

### PAYMENT INFORMATION - No Debit Cards

Check Number: # \_\_\_\_\_ Check Amount: \$ \_\_\_\_\_ Mail check to: BNA/SCBWF P.O. Box 1972, Cape Canaveral, FL 32920

Credit Card Type:         Cardholder Name: \_\_\_\_\_

Credit Card Number: # \_\_\_\_\_ Expiration Date: (mm/yyyy) \_\_\_\_\_

CVC Security Number: # \_\_\_\_\_ Pin Code (required for Corporate Cards): # \_\_\_\_\_

### ADDITIONAL EXHIBITOR INFORMATION

- Expo Center Booths are configured to be approximately 8'x10'. The booths are supplied with electric, 8' back drapes, 3' side rail drapes, one 6' table, 2 folding chairs, trash can and two Festival Registrations. **In order to be considerate of the visibility for your neighboring exhibitors tent structures are not allowed.**

- **You are required to submit up-to-date Sales Tax or Tax Exempt Documentation to the SCBWF with your Exhibit Registration Payment. Booth assignments will NOT be made until this document is received.**

- Please keep a copy of your registration after completing it. Booth assignment, payment confirmation, detailed policies/procedures for shipping/dragage and furniture rental information will be emailed to you approximately two (2) months prior to the event. If we do not have a booth available, you will be notified upon receipt of application and an opportunity to be wait listed.

- If you are a previous exhibitor, please register with your payment no later than August 15, 2021. All other booth assignments will be made on a first-come-first-served basis.

- Booth reservation may be canceled in writing for a refund, less \$150.00 processing fee through October 31, 2021. No refunds after November 1, 2021.

Additional questions: kathy.rooney@brevardnaturealliance.com DATE: \_\_\_\_\_

**Be advised SCBWF Expo center layout, program and related contents/documents are subject to change**