



October 6 - 8, 2010 ♦ Albuquerque Convention Center ♦ 401 2nd Street NW ♦ Albuquerque ♦ New Mexico ♦ USA

**To reserve your space please complete this form and initial page two where applicable.**

Organization Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State/Prov \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Exhibitor 1 \_\_\_\_\_ Exhibitor 2 \_\_\_\_\_

**Check all that apply**

**Exhibit Booth Fees** (Up to two exhibitors per day)

	Single Booth	Double Booth	Shared Literature Table <small>(Up to 1000 pcs)</small>	Conference Bag Insert ** <small>(Up to 700 pcs)</small>
<input type="checkbox"/> Non-profit organization w/ budget under \$100K	<input type="checkbox"/> \$185	<input type="checkbox"/> \$340	<input type="checkbox"/> \$75	<input type="checkbox"/> \$100
<input type="checkbox"/> Government Agency	<input type="checkbox"/> \$285	<input type="checkbox"/> \$540	<input type="checkbox"/> \$75	<input type="checkbox"/> \$100
<input type="checkbox"/> For-profit organization or Non-profit w/ budget over \$100k	<input type="checkbox"/> \$385	<input type="checkbox"/> \$740	<input type="checkbox"/> \$75	<input type="checkbox"/> \$100

**Advertising Rates – All ads full color**

Description	Rate	Size
Back cover inside or outside	<input type="checkbox"/> \$400	7.5" x 10"
Front inside cover	<input type="checkbox"/> \$400	7.5" x 10"
Full page	<input type="checkbox"/> \$350	7.5" x 10"
Single ad, 1/2 page	<input type="checkbox"/> \$200	7.5" x 4.865"
Single ad, 1/3 page	<input type="checkbox"/> \$150	2.35" x 10"
Single ad, 1/4 page	<input type="checkbox"/> \$100	4.8" x 3.65"
Business card	<input type="checkbox"/> \$50	3.5" x 2" or 2" x 3.5"

Choose a Package and Save!

		Discount
<input type="checkbox"/> Package 1	Booth, Program Ad and Two 3-Day Conference Registrations	<input type="checkbox"/> \$50
<input type="checkbox"/> Package 2	Booth and Two 3-day Conference Registrations	<input type="checkbox"/> \$30
<input type="checkbox"/> Package 3	Conference Bag Insert and One 3-day Conference Registration	<input type="checkbox"/> \$20

**Contact the conference registrar at (505) 272-6247 to discuss your options and inquire about availability.**

### Exhibit Booth

Exhibit Booth fees include one 8' x 8' booth with 8' background curtain, 3' side curtains, ID sign, one 6' skirted table, two chairs and a wastebasket with liners. Exhibitors may also purchase additional optional services including, early mailing, pin boards, flipcharts and other services directly from Disco Display House, Inc. Internet access and electricity is available through the Albuquerque Convention Center. Exhibit Booth fees do not include attendance at conference sessions, conference materials or meals. Exhibitors who wish to attend the conference should complete the conference registration form. Set-up and take-down times and procedures will be sent to the primary contact person upon confirmation of registration and payment. Please visit our website for more details. Cancellation requests for Exhibitor options must be received in writing (letter, fax, email) on or before September 15, 2010. After that date, no refunds will be given. Refund checks (minus a \$50 administrative fee) will be mailed after the conference. **Initial Here**\_\_\_\_\_

### Shared Literature Table

This option reserves a space, on a shared table, for you to place up to 1000 pieces of your brochure, flyer or promotional item. Submit one brochure, flyer or promotional item type per order. Items to be displayed must be received by September 15, 2010. Cancellation requests must be received in writing (letter, fax, email) on or before September 15, 2010. After that date, no refunds will be given. Refund checks (minus a \$25 administrative fee) will be mailed after the conference. **Initial Here**\_\_\_\_\_

### Conference Bag Insert

This option prepackages up to 700 pieces of your brochure, flyer or promotional item with our registration materials. Submit one brochure, flyer or promotional item type per order. Registration materials are distributed to all paid conference attendees. Items to be prepackaged must be received by September 15, 2010. Cancellation requests must be received in writing (letter, fax, email) on or before September 15, 2010. After that date, no refunds will be given. Refund checks (minus a \$25 administrative fee) will be mailed after the conference. **Initial Here**\_\_\_\_\_

### Program Advertising

The program print size measures 8.5" x 11". Formats accepted for digital files: PDF: High Resolution or Print Resolution (300 dpi); TIFF: 300 dpi, cmyk or grayscale; EPS: cmyk or grayscale. Please convert fonts to outlines or curves no spot colors; JPEG: cmyk or grayscale. Please use the high quality option *Low Compression = High Quality*. Program advertising size and placement availability distributed on a first-come first-serve basis. Payments Due no later than July 31, 2010. If paying by purchase order a PO with an original signature must be received by payment due date. Proofs are required. Hard copy submissions will be accepted but we do not guarantee reproduction quality. Last date to submit proofs and program advertising requests is July 31, 2010. Cancellation requests must be received in writing (letter, fax, email) on or before July 31, 2010. After that date, no refunds will be given. Refund checks (minus a \$25 administrative fee) will be mailed after the conference. **Initial Here**\_\_\_\_\_

**Payment Information-** Make all checks/money orders/purchase orders payable to: University of NM CDD Disability Conference

<input type="checkbox"/> Purchase Order # _____	
<input type="checkbox"/> Check # _____	Amount: \$. _____
<input type="checkbox"/> Credit Card ( <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard)	
Card Holders Name: _____	
Card Number: _____	Exp. Date: _____ 3 Digit Security Code: _____
Credit Card Billing Address and Postal Code:	
_____	
_____	
_____	
_____	_____
Cardholder Signature	Today's Date

Please mail the completed form to:

**UNM CDD Disability Conference  
Attention: Conference Registrar  
2300 Menaul Blvd. NE  
Albuquerque, NM 87107**

If paying by credit card, you may fax this form to the attention of the Conference Registrar

Phone: (505) 272-6247

Fax: (505) 272-9594

Web: <http://cdd.unm.edu/swconf>

Email: [swdisabilityconference@salud.unm.edu](mailto:swdisabilityconference@salud.unm.edu)

Tax ID: 856000642