

CONTRACT FOR EXHIBIT SPACE

NEW ORLEANS ACADEMY OF OPHTHALMOLOGY
60th ANNUAL SYMPOSIUM
CELEBRATING CLARITY: UPDATES IN CATARACT, CORNEA AND UVEITIS
FEBRUARY 11 – 13, 2011

Date _____

The New Orleans Academy of Ophthalmology (N.O.A.O.) is hereby authorized to reserve exhibit space as indicated by preference for the undersigned company. The space will be available at the 2011 Annual Symposium of the New Orleans Academy of Ophthalmology.

1st _____ 2nd _____ 3rd _____

Enclosed is our payment of \$_____ (one half) (full) payment for exhibit space as indicated by preference. Balance of payment is due on or before January 10, 2011. **Make checks payable to New Orleans Academy of Ophthalmology** and return to: 7733 Maple Street, New Orleans, LA 70118, or pay by credit card below.

We, the undersigned, hereinafter referred to as exhibitor, hereby agree to assume all responsibility for the use of all tables, table drapes and other materials provided to the exhibitor for displaying and exhibiting at the New Orleans Academy of Ophthalmology's Annual Meeting held at the Sheraton New Orleans Hotel during the period of **February 11 - 13, 2011**. Exhibitor understands that floor plan may be subject to change.

The exhibitor further agrees to release the Sheraton New Orleans Hotel and the New Orleans Academy of Ophthalmology from any and all liability and to hold either or both of them harmless of any breakage, damage or mishap occurring because of, or arising out of the use of these tables, drapes and other materials provided to the exhibitor. Exhibitor is obligated to occupy booth with display for the entire length of the exhibition as set forth by the N.O.A.O.

If cancellation notice is postmarked prior to thirty (30) days before the meeting, a cancellation fee of two hundred fifty dollars (250.00) will be retained by the N.O.A.O. If cancellation notice is postmarked less than thirty (30) days prior to the meeting, a cancellation fee of five hundred dollars (\$500.00) will be retained.

Cost of 8 x 10 booth is **\$800 if received by January 10, 2011, \$1000 if received after January 10.** This fee includes the 8' high back drape, 3' high side dividers and one 7x4 one-line identification sign only. **Please indicate below if you would like to purchase the booth package to furnish your space with two chairs, a table with standard skirting, and a wastebasket.** Any other additional materials or furnishings not mentioned above can be purchased through the exhibitor service contractor, Freeman Decorating Company.

_____ **Yes, we would like to purchase the optional booth furnishings package. Please add \$150.00 to booth cost.**

PLEASE PRINT: **Company:** _____
Contact: _____
Address: _____
City, State and Zip: _____
Telephone: _____ **Fax:** _____
E-mail: _____

If paying by credit card
(VISA/MC ONLY): **Credit card #:** _____ **Exp. Date:** _____ **CVC Code:** _____
Name on Card: _____
Signature: _____