



2012 NABJ Convention and Career Fair

Hilton New Orleans Riverside
Two Poydras Street
New Orleans, LA 70130

Exhibitor Booth Personnel Registration Form

Check One:	<input type="checkbox"/> Recruiter	<input type="checkbox"/> Exhibitor	<input type="checkbox"/> Vendor
	<input type="checkbox"/> Sponsor	<input type="checkbox"/> Complimentary Booth Personnel	<input type="checkbox"/> Additional Booth Personnel

STEP 1: CONTACT INFORMATION - Complete a registration form for all registrants.

Full Name: _____

Title: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

STEP 2: BADGE INFORMATION - Please indicate how you would like your badge information to appear.

First Name: _____ Last Name: _____

Company/School: _____

City/State: _____

	Early-Bird (by December 31, 2011)	Pre-Registration (by May 15, 2012)	On-Site Registration
Booth Personnel	\$445	\$545	\$575
Booth Personnel - BOOTH ACCESS ONLY <i>After the first paid recruiter which does not include complimentary registrations, two additional booth personnel tickets can be purchased at \$200 each (limit two). Booth personnel will have access to the booth only.</i>	\$200	\$200	\$200
*Booth Personnel Registration does not include meal ticket events.			
Convention Special Events <i>All events will be ticketed. Tickets are not guaranteed unless selected on the registration form. Seats are limited and will be ticketed on a first-come, first-served basis.</i>			
Salute to Excellence • Saturday, June 23, 2012		\$100	
Gospel Brunch • Sunday, June 24, 2012		\$50	
Bundle Meal Tickets(Both meal events)		\$125	
<input type="checkbox"/> Not Attending Meal Events (Will NOT receive any meal tickets)			
<input type="checkbox"/> Vegetarian Meals			
Subtotal			

STEP 4: REGISTRATION POLICIES

- ◆ Registration confirmations will be emailed.
- ◆ Pre-registration ends May 15, 2012. After this date, you must register on-site.
- ◆ Only registered attendees with a badge may attend convention events/activities.
- ◆ Lost badge fee is \$100.
- ◆ All meal events will be ticketed. Tickets are not guaranteed unless selected on the registration form. Seats are limited and will be ticketed on a first-come, first-served basis.
- ◆ Registration rates quoted are in U.S. dollars. Checks must be payable in U.S. funds drawn on a U.S. bank.
- ◆ **Return check Fee is \$50 in addition to registration fees NO Exceptions.**

STEP 5: CANCELLATION POLICIES

- ◆ All requests for refunds must be in writing. **Telephone cancellations will not be accepted.**
- ◆ Cancellations received on or before May 15, 2012, will be eligible for refund, less \$125 administration fee.
- ◆ **Cancellations/refunds will not be made for requests postmarked after May 15, 2012. No Exceptions.**
- ◆ Refunds will be processed four to six weeks after the convention.

STEP 6: PAYMENT METHOD - Payment must accompany this form or the registration will not be processed.

PAYMENT OPTION: MC VISA AMEX CHECK MONEY ORDER

Total Enclosed: _____ (including \$3.00 administrative fee)

Credit Card # _____

CVV# (Security Code located on the card): _____ Exp. Date: _____

Name on Credit Card: _____ Signature: _____
(Please Print clearly)

Billing Address: _____

STEP 7: MAIL AND FAX INFORMATION

Mail: NABJ Convention Registration
P. O. Box 418262
Boston, MA 02241-8262

Fax: (301) 314-1714
(Credit card payment only)

Questions should be directed to NABJ at (301) 405-0248 or email NABJConvention@nabj.org.

For Office Use Only

Booth Assignment: _____

Number of Booths Contracted: _____ Number of Complimentary Registrations: _____

_____ Of _____

Exhibitors will be granted an allotment of one (1) full convention registration per contracted exhibit space.

Notes: _____
