# Exhibitor Booth Personnel Registration Form

**Check One:**  
- Recruiter  
- Exhibitor  
- Vendor  
- Sponsor  
- Complimentary Booth Personnel  
- Additional Booth Personnel

## STEP 1: CONTACT INFORMATION

- **Full Name:** 
- **Title:** 
- **Company:** 
- **Address:** 
- **City:** ____________________________  
- **State:** ________________________  
- **Zip:** ____________________________  
- **Phone:** ____________________________  
- **Fax:** ____________________________  
- **Email:** ____________________________

## STEP 2: BADGE INFORMATION

- **First Name:** ____________________________  
- **Last Name:** ____________________________  
- **Company/School:** ____________________________  
- **City/State:** ____________________________

## STEP 3: EXHIBITOR REGISTRATION

<table>
<thead>
<tr>
<th>Booth Personnel</th>
<th>Early-Bird (by March 15, 2013)</th>
<th>Pre-Registration (by June 15, 2013)</th>
<th>On-Site Registration</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Booth Personnel</strong></td>
<td>$445</td>
<td>$545</td>
<td>$575</td>
</tr>
</tbody>
</table>
| **Booth Personnel - BOOTH ACCESS ONLY**  
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. | $200  | $200  | $200  |

*Booth Personnel Registration does not include meal ticket events.

## Convention Special Events

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.

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Ticket Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salute to Excellence • Saturday, August 3, 2013</td>
<td>$100</td>
<td></td>
</tr>
<tr>
<td>Gospel Brunch • Sunday, August 4, 2013</td>
<td>$50</td>
<td></td>
</tr>
<tr>
<td>Bundle Meal Tickets (Both meal events)</td>
<td>$125</td>
<td></td>
</tr>
</tbody>
</table>

- Not Attending Meal Events (Will NOT receive any meal tickets)
- Vegetarian Meals

**Subtotal**

---

**2013 NABJ Convention and Career Fair**  
Gaylord Palms Resort & Convention Center  
6000 West Osceola Parkway • Kissimmee, Florida 34746  
July 31 – August 4, 2013
STEP 4: REGISTRATION POLICIES

♦ Registration confirmations will be emailed.
♦ Pre-registration ends June 15, 2013. After this date, you must register on-site.
♦ Only registered attendees with a badge may attend convention events/activities.
♦ Registration transfer requests must be in writing and received on or before June 15, 2013.
♦ 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.
♦ No personal checks accepted for onsite registration.
♦ Return check Fee is $50 in addition to registration fees.

STEP 5: CANCELLATION POLICIES

♦ All requests for refunds must be in writing. Telephone cancellations will not be accepted.
♦ Cancellations received on or before June 15, 2013, will be eligible for refund, less $125 administration fee.
♦ Cancellations/refunds will not be made for requests postmarked after June 15, 2013. 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

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: ______________

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

Notes: _______________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________