

Application / Contract for Exhibit Space

2017 AO Annual Meeting

Orlando, Florida • March 15-18, 2017

Initial space assignment based on AO's point system, was made at the 2016 Annual Meeting Exhibit Lottery*. Following initial space assignments, all additional assignments are made on a first-come, first-served basis based upon receipt by AO of a completed application and a 50% deposit. Space must be paid in full no later than December 15, 2016. Applications received after December 15, 2016 require 100% payment.

*See General Rules and Regulations for full disclosure on the AO Point System.

Contact to whom exhibit-related correspondence should be sent

Company _____

Contact Name _____

Title _____

Mailing Address _____

City/State/Zip _____

Phone _____

Fax _____

Email _____

The undersigned applicant hereby applies for exhibit space at the 2017 AO Annual Meeting and requests the following exhibit space(s) in order of preference.

1st choice #	at \$	2nd choice #	at \$	3rd choice #	at \$
4th choice #	at \$	5th choice #	at \$	6th choice #	at \$

We wish to avoid having our exhibit located adjacent to or opposite from the following company(s). AO cannot guarantee that you will not be placed next to those companies listed below.

Booth Size

10' x 10' in-line

10' x 10' corner

Island Booth (start at 400 sq ft)

Total Cost

\$3,440

\$3,860

\$44/sq ft

Total Deposit

\$1,720

\$1,930

50% of total

Deposit Policies

- For submissions before December 15, 2016: 50% of total booth price and contract due for space assignment; balance due by December 15, 2016
- For submissions after December 15, 2016: 100% of total booth price and contract due for space assignment

For Official AO Use Only:

Assigned Booth _____

Size _____

Total Amount Due \$ _____

Date Application Received _____

Amount \$ _____

Payment Type _____

Trans # _____

Balance Remaining \$ _____

Balance Due on or before December 15, 2016

Date Final Payment Received _____

Amount \$ _____

Payment Type _____

Trans # _____

Please complete reverse side

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Exhibitor Information for **Publication**

Company	Contact
Mailing Address	
City/State/Zip	
Phone	Fax
Email	Website

Description of Products or Services

Please email your company description for publication in the Program Guide.
Maximum 100 words – Must be received by December 15, 2016

Payment Information

<input type="checkbox"/> Check	Check Number	OR	Credit Card:	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> American Express
Credit Card Number		Expiration Date		Security Code:		
Name on the Card		Amount to Charge \$				
Signature						

Cancellation/Space Reduction Policies

- On or before November 3, 2016: Refund minus \$500 per 10' x 10' space
- Between November 4 and December 29, 2016: 50% refund (based on total booth price)
- After December 29, 2016: No refunds
- All cancellations of booth space must be received in writing by AO.
- If space is reduced, the net reduction of space will be treated as a cancellation of that space.
- In the case of a reduction in the size of an exhibitor's assigned booth space, AO reserves the right to reassign the confirmed booth location at its sole discretion.
- The application and signed agreement, when accompanied by the required deposit, and when countersigned by AO, shall become a binding contract in accordance with the terms of the agreement and all General Rules and Regulations.

This agreement shall not be binding unless it is signed by an authorized representative of the applicant's firm and is accepted by AO with the signature of AO's Management. I hereby certify that I have read and will abide by the AO Exhibitor Prospectus General Rules and Regulations.

Company Name	
Applicant's Signature	
Type or Print Name	
Title	Date

Return form to:

Jean Foellmer-Hughes, Director of Exhibits
Academy of Osseointegration
85 W. Algonquin Road, Suite 550
Arlington Heights, IL 60005-4460
Phone: (847) 725-2278 • Fax: (847) 427-9656
Email: jeanfoellmer@osseoo.org

Jean Foellmer-Hughes, Director of Exhibits
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