

# CAPCA Conference & Agri-Expo EXHIBITOR RESERVATION CONTRACT

November 3-5, 2019 – Grand Sierra Resort, Reno, NV

Please reserve a booth(s) for:

COMPANY: _____	
MAILING ADDRESS: _____	
MAIN CONTACT _____	EMAIL _____
CELL # _____	OFFICE # _____
KIT RECEIPT _____	EMAIL _____

**PREFERENCE IS GIVEN TO SUSTAINING MEMBERS AS FOLLOWS:**

SILVER TO PLATINUM SUSTAINING MEMBERS – OCTOBER 2018 • BRONZE SUSTAINING MEMBERS – MARCH 1, 2019  
NON-MEMBER – APRIL 1, 2019

<u>BOOTH SPACE PREFERRED</u> LIST 5 CHOICES IN ORDER	<u>BOOTH TYPE</u>	<u>BEFORE 07/15/19</u>	<u>AFTER 07/15/19</u>
1ST. _____	<input type="checkbox"/> Island (20' x 20')	\$6,500	\$7,000
2ND. _____	<input type="checkbox"/> Premium Booth (shaded booths – 8'x 10')	\$1,600	\$1,900
3RD. _____	<input type="checkbox"/> Standard Booth (8' x 10')	\$1,400	\$1,700
4TH. _____	(4 booths limit) Number of booths reserved _____ @ _____ TOTAL		
5TH. _____	LESS SUSTAINING MEMBER DISCOUNT (       )		
		<b>Total Enclosed \$</b> _____	

**CANCELLATION POLICY:** This contract may be cancelled by exhibitor at any time. Written cancellation requests made and received prior to July 15, 2019 may entitle exhibitor to a 75% refund. Written cancellation requests received between July 15 and September 1, 2019, may entitle exhibitor to a 50% refund.  
*Cancellations after September 1, 2019 will not be entitled to a refund, and all fees due and owing must be paid in full.*

**CAPCA RESERVES THE RIGHT TO REFUSE EXHIBIT SPACE TO ANY COMPANY**

**ONE COMPLIMENTARY REGISTRATION COMES WITH EACH BOOTH :** Additional booth personnel must pay conference registration

Booth 1 COMPLIMENTARY REGISTRATION:	EMAIL _____
Booth 2 (if purchased) COMPLIMENTARY REGISTRATION:	EMAIL _____
Booth 3 (if purchased) COMPLIMENTARY REGISTRATION:	EMAIL _____
Booth 4 (if purchased) COMPLIMENTARY REGISTRATION:	EMAIL _____

**PAYMENT METHOD (check one): Booths must be paid within 30 days of reservation.**

Check Enclosed                       Invoice / Pay by cc

Contact Dee Strowbridge at [dee@capca.com](mailto:dee@capca.com) or 916-928-1625 x 3 with any questions .

**Mail or fax completed contract with payment to:**

CAPCA  
2300 River Plaza Dr. Ste 120  
Sacramento, CA 95833

CAPCA Use Only		
Amt. Rec'd _____	Check # _____	Booth # _____