



**EXHIBITOR REGISTRATION**  
**August 30, 2017**  
**Columbia Metropolitan Convention Center**

## Company Information

Please type your information as you would like it to appear on conference materials.

\*Required information

Organization/Company\* \_\_\_\_\_

Address\* \_\_\_\_\_

City\* \_\_\_\_\_ State\* \_\_\_\_\_ Zip\* \_\_\_\_\_

Email\* \_\_\_\_\_ Daytime Phone\* \_\_\_\_\_

Web Site Address\* \_\_\_\_\_

## On-Site Representation

### On Site Representative #1

First Name\* \_\_\_\_\_ Last Name\* \_\_\_\_\_

Title\* \_\_\_\_\_

Email\* \_\_\_\_\_ Day time Phone\* \_\_\_\_\_

Are you planning to attend the reception on Wednesday, August 30 evening?  Yes  No

May we include your name and contact information in materials to be shared with other attendees?  Yes  No

### On Site Representative #2

First Name\* \_\_\_\_\_ Last Name\* \_\_\_\_\_

Title\* \_\_\_\_\_

Email\* \_\_\_\_\_ Day time Phone\* \_\_\_\_\_

Are you planning to attend the reception on Wednesday, August 30 evening?  Yes  No

May we include your name and contact information in materials to be shared with other attendees?  Yes  No

## Fee Information

The exhibitor registration fee is listed below. Discounts are available for Non-Profits and Higher Education Institutions. Additional utilities (electricity, internet, etc.) are available by completing the applicable forms in this Exhibitor Packet. Fees vary based on services requested.

## Exhibit Booth Includes

- 10' by 10' space – post and rail with curtain
- 6ft Skirted table
- 2 chairs
- Identification sign
- 2 conference and reception badges (\$600 value)

## Exhibit Booth Registration

	Early Bird (on or before July 1)	Regular
_____ Number of Booths Requested	\$1,575	\$1,750
_____ Number of Non-Profit Booths Requested	\$775	\$875
_____ Number of Higher Education Booths Requested	\$775	\$875

Discounts are available for larger booth spaces (please check which larger booth space you prefer):

- \_\_\_\_\_ 20'x20' booth  
\$5,700 USD per 20'x20' booth on or before July 1  
\$6,300 USD per 20'x20' booth after July 1
- \_\_\_\_\_ 20'x30' booth  
\$7,500 USD per 20'x20' booth on or before July 1  
\$8,400 USD per 20'x20' booth after July 1

TOTAL \$ \_\_\_\_\_

## Exhibit Booth Availability

- \_\_\_\_\_ First Choice Booth Number (refer to floor plan in this packet)\*
- \_\_\_\_\_ Second Choice Booth Number (refer to floor plan in this packet)\*

Please visit the conference website and look under Exhibitors for latest booth availability.

\*The conference and expo organizers cannot guarantee priority booth placement, but we will try to accommodate the preferences listed above. You will receive your booth number in a confirmation email within 5 business days of registration.

## Additional Registration Options

Your booth registration will include 2 badges for all Wednesday activities. If you wish to send additional registrants to the conference or attend other days of the conference, please register each person separately on the conference website.

# Special Assistance & Dietary Restrictions

Please indicate if you or any of the on-site representatives will need any form of assistance or accommodation with conference facilities or have any dietary restrictions.

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# Questions

If you are experiencing difficulties with the registration process or have general questions regarding the conference please contact Conference & Event Services at 803-777-9444 or [info@southcarolinaaerospaceconference.com](mailto:info@southcarolinaaerospaceconference.com).

Program questions can be directed to [program@southcarolinaaerospaceconference.com](mailto:program@southcarolinaaerospaceconference.com).

# Cancellation Policy

All cancellations must be made in writing to [info@southcarolinaaerospaceconference.com](mailto:info@southcarolinaaerospaceconference.com) Cancellation fees are as follows: On or before July 15, 2017, you will receive a refund of 75% of total amount paid. After July 15, 2017 no refunds will be given. In the event we are able to re-sell the exhibit hall space, we will refund 80% of the total amount paid. The conference reserves the right to retain all fees in the event of non-attendance at the event.

# Method of Payment (Mail or Fax)

CEC Office Use Only:

DATE: \_\_\_\_\_ MTH \_\_\_\_\_ \$ \_\_\_\_\_ APPVL \_\_\_\_\_ A \_\_\_\_\_ CC 4 \_\_\_\_\_ Exp \_\_\_\_\_

**Exhibit booths must be paid in full prior to arrival at the conference. Set up will not be allowed if a balance is outstanding.**

*Please complete the payment information and mail this registration form with your payment to:*

South Carolina Aerospace Conference & Expo  
Conference & Event Services  
1600 Hampton Street, Suite 403  
Columbia, SC 29208 USA

**Make all methods of payment payable to the Aerospace Industry Day. You may FAX your registration to 803-777-2663.**

If you wish to charge your fees, enter your account number and sign below (USC FEIN 57-6001153)

Check       VISA       MasterCard       American Express       Discover

IIT (USC Departments Only) Account \_\_\_\_\_ Fund \_\_\_\_\_

PLEASE PRINT

The charge on your credit card statement will appear from the University of South Carolina

Name on Card: \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

CVV Number: \_\_\_\_\_ Card Number: \_\_\_\_\_ Expiration: \_\_\_\_\_

**Please do not scan and email this form with credit card information. It is not secure and will not be accepted**