



55 YEARS OF PULSE CHECK

PULSE CHECK 2010

EXHIBITOR CONTRACT

Holiday Inn On Wolf Road
Albany, NY

September 30 – October 3, 2010

CONTRACT DEADLINE – August 15, 2010

The committee will do its best to assign spaces to all conference exhibitors. Availability of exhibit space after the **August 15th** deadline will be space permitting and require full payment of the exhibit fee with contract.

PLEASE PRINT CLEARLY

COMPANY NAME _____

COMPANY ADDRESS _____

CONTACT PERSON _____

COMPANY PHONE NUMBER _____ EXTENSION _____

E-MAIL _____ FAX_NO. _____

PRODUCT DESCRIPTION (required) _____

PLEASE MARK NUMBER OF SPACES REQUIRED AND TOTAL COST

_____ ELECTRICAL OUTLET(S) at \$50.00 each \$ _____

_____ 10' X 8' BOOTH includes one 6' table, covered, 2 chairs \$300.00 each \$ _____

**Please include a full page ad, camera ready, suitable for printing in the conference book.

TOTAL AMOUNT CONTRACTED \$ _____

MAKE CHECKS PAYABLE TO: **NYSVARA PULSE CHECK 2010. Full payment is due with contract.**

PLEASE NOTE: Space is limited. No more than 2 booths will be allowed per exhibitor. After August 15th, any exhibitor wishing additional space will be offered any spaces still available.

EXHIBITOR AUTHORIZED SIGNATURE _____ DATE _____

MAIL CHECKS TO: NYSVARA Vendor Chairman, PO Box 254, East Schodack, NY 12063.

NYSVARA USE ONLY:

DATE APPLICATION RECEIVED _____ AMOUNT RECEIVED \$ _____



PULSE CHECK 2010 – VENDOR

INFORMATION

***CONTRACT DEADLINE** – All contracts must be in by **AUGUST 15, 2010**. Full payment is due on **AUGUST 15, 2010**. Any exhibit spaces available and not contracted for by August 15th will be offered to exhibitors wishing additional spaces on a first come, first-served basis.

***SPACE ASSIGNMENT**- Booth spaces will be assigned by the Exhibitor Coordinator as contracts are received. Ambulance exhibitors will be allowed a maximum of TWO outside spaces in front of the hotel with full payment of a booth registration. Any additional ambulance spaces will be placed at our designated alternate parking areas. There will be no security guarantee in this area during the time the building is being used by the New York State Volunteer Ambulance and Rescue Association, Inc.

***SET UP** – All exhibitors can set up on Thursday, September 30, 2010, after 12:00 PM. All exhibitors must be set up and ready to open by 3:00 PM Thursday, September 30, 2010.

***EXHIBITOR HOURS** – The exhibit hall will open on Thursday, September 30, at 3:00 PM and will close at 7:00 PM. On Friday, October 1, the exhibit hall will open at 9:00 AM and will close at 6:00 PM. (Any exhibitor wishing to remain open after 6:00 PM on Friday is at their own discretion). On Saturday, October 3, the hours are from 9:00 AM to 3:00 PM. No exhibitor will be permitted to dismantle exhibits prior to 3:00 PM on Saturday.

***TAXES** – New York State sales taxes are required to be collected by all exhibitors on all sales of products or services to individuals, even volunteers excluding tax exempt documented organizations.

***ACCOMMODATIONS**- Reservations are to be made directly with the hotel (see Holiday Inn Room Registration form). Room rates are extended to vendors at the Conference rate.

***Meals**- Vendors may purchase meals through the hotel Conference meal plans if you wish..

Any Questions please feel free to call

Joe D	718-539-4842
Alan Gaines	315-783-4171
Roy Sweet	518-428-3384

