



**ALBERTA LIBRARY CONFERENCE 2008
EXHIBIT SPACE APPLICATION**

**Jasper Park Lodge, Jasper Alberta
April 24 – April 27, 2008**

Please enclose the completed application contract with your payment in Canadian funds.

Company Name: _____

Contact Name: _____

Address: _____

Postal Code: _____ **Country:** _____

Phone: _____ **Fax:** _____

Email: _____

URL: _____

(Exhibitors will be noted on the Conference web site by company name and with a web link to the company web site.)

Official Exhibit Representative Name(s) (for name tags - please print):

Note: the Exhibits fee includes 2 representatives. Additional representatives may be added at a cost of \$40.00 plus GST/representative.

1. _____

2. _____

Product:

Please describe your product line to help us place your table/booth space appropriately.

Please note any vendor you would appreciate or not appreciate having your booth close to:

_____ *(this information will be held in the strictest of confidence but helps us in placing your booth but does not guarantee a location)*

If paying by cheque please make cheques/money orders payable to "**Alberta Library Conference 2008 (ALC 2008)**".

Cheque/money order enclosed

VISA MasterCard

Amount enclosed/or to be billed to Credit Card: _____

Credit Card Number _____

Expiration Date ____/____ Name on card _____
(please print)

Signature _____

Registration is official when payment is received. Post-dated cheques will not be accepted. The early application deadline is **February 29, 2008**; the final application deadline is **March 31, 2008**.

Please send the Exhibits application form and the following Space Summary Form indicating requirements, and your payment, to:

Nora Robinson & Marg Anderson
ALC Conference Exhibits
1301 – 16th Ave. NW
Calgary, AB T2M 0L4

Phone 403 210 4073 (Nora) ; 403 284 7016 (Marg)
Fax 403 284 8619 (Nora) ; 403 284 7238 (Marg)
Email exhibits@albertalibraryconference.com

**ALBERTA LIBRARY CONFERENCE 2008
EXHIBIT SPACE SUMMARY + COSTS**

COMPANY NAME: _____

ITEM	# REQUIRED	TABLE COST	GST (5%)	TOTAL COST
<p>Table/Booth Postmarked prior to Feb. 29, 2008 - \$395 + GST Postmarked after Feb. 29, 2008 - \$475 + GST</p> <p>Each table/booth space is 2 ½ ' deep x 6' long and includes draping.</p> <p><i>Exhibit must fit within space booked or may not be allowed. If space allows, the exhibit may be allowed but extra charges will apply.</i></p>				
<p>Additional representatives @ \$40 + GST/representative 2 representatives are included in the Table/Booth rental cost.</p>				
<p>Tables 1 table with draping is included in registration cost. Please note if you require additional tables and the number. Please note if you do not require a table.</p>	Required Yes No			
<p>Chairs 1 chair included in the basic setup. Please note if you require additional chairs (no cost).</p>	Required Yes No			
<p>Electrical Outlets (No charge)</p>	Required Yes No			
<p>Internet Access (Wireless) Arrangements must be made directly with Jasper Park Lodge. Extra charges, payable to the Lodge, apply.</p>	Required Yes No			
<p>Advertising (must be submitted in electronic form)</p> <p>Conference Brochure (deadline Nov. 16/08) Business Card size - \$300 Half Page Ad - \$500 Full Page AD - \$600</p>				
<p>Advertising (must be submitted in electronic form)</p> <p>LAA Newsletter Jan. issue (deadline Dec. 15/2007) April issue (deadline Mar. 15/08)</p> <p>Business card size - \$25</p>				
<p>TOTAL</p> <p>GST # R124163999</p>				