

Community Planning Association of Alberta
>>Exhibit DISPLAY SPACE RESERVATION FORM<<
Education Session 2012 and Annual Planning Conference 2012
April 16, 17, and 18, at the Black Knight Inn, Red Deer Alberta

Contact: _____

Organization: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Fax: _____ E-mail: _____

Display Space Details:

- Displays will be set up in Salon DE within the Conference space – spaces will be assigned.
- Each display space consists of a maximum area 8 feet wide by 5 feet deep (including any tables and chairs).
- **If requested**, an un-skirted table (8 feet by 2 feet) and two chairs will be provided as part of the regular cost.
- Table skirts, additional chairs and electrical outlets can be provided at extra cost (see below).
- Displays may be set up as early as 8:00 a.m., Monday, April 16th. They must be removed from the Conference site by 12:15 p.m., April 18th.
- Extra Luncheon and Banquet tickets will be available during the Conference (Lunch: \$30/person; Banquet: \$60/person)

The Above Organization Would Like to Reserve Display Space(s) as Follows:

Number of display spaces (Note: one banquet ticket included with each space purchased) <**\$100 each**>

Number of complimentary chairs required <**Maximum of 2 Included/Space**>

Number of complimentary tables required (unskirted) <**Maximum of 1 Included/Space**>

Number of extra chairs required <**Additional \$5 each for 3 days**>

Number of table skirts required (maximum of 1/table) <**Additional \$20 each for 3 days**>

Number of electric outlets required <**Additional \$15 each per day**>

Expected date & time of display set-up _____

Payment Details: GST not applicable, credit card payment not available

Payment Amount Enclosed	<input type="text"/>	Payment Amount To Follow	<input type="text"/>	Invoice Amount To Above Organization	<input type="text"/>	Display included with conference sponsorship	<input type="text"/>
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To Complete Your Display Space Reservation, Please Return This Form and Payment To:



Community Planning Association of Alberta

#205, 10940 – 166A Street
 Edmonton, AB T5P 3V5
www.cpaa.biz

Phone: (780) 432-6387 Fax: (780) 452-7718
cpaa@cpaa.biz