CAEYC CALIFORNIA ASSOCIATION for the EDUCATION of YOUNG CHILDREN

Annual Conference & Expo: Exhibitor Badge Order Form

Each exhibiting company is entitled to four (4) complimentary exhibitor badges per 10x10 exhibit booth space. Each exhibitor representative will be allowed entrance to the Exhibit Hall and participation in the tradeshow only. **Badges must be worn at all times for admission to the tradeshow and are non-transferable.** Booths must be staffed during all CAEYC tradeshow open hours. Exhibitors assume all responsibility for their booth personnel and for all persons admitted to the tradeshow using their exhibitor badges. Non-exhibitor personnel will not be permitted to enter the Exhibit Hall during set-up hours.

Representatives requesting Exhibitor Badges on-site will be required to complete a badge order form and submit proof of company affiliation, such as a business card. Exhibitors must designate one individual who is the key contact for their booth. This individual will be the primary contact between said exhibitor and CAEYC. Primary on-site contact: _____

Please note that each badge recipient listed needs to **pick up their own badge** at Exhibitor Registration, located in the lobby at the Long Beach Convention & Entertainment Center, by the main entrance.

Exhibitor Registration Hours:
Thursday, April 8: 8:00AM – 5:00PM
(set-up hours)
Friday, April 9: 8:00AM – 12:00PM
(show hours: 10:00AM – 6:00PM)
Saturday, April 10: 8:00AM – 12:00PM
(show hours: 8:00AM – 4:00PM)

(PLEASE PRINT)
Company Name: _____
Name of Person Submitting Form: _____
Contact Phone: _____
Contact Email *(required)*: _____

Exhibitor Name Badges:

(Booth registration includes the first four badges on a complimentary basis.)

1. **First Name** _____ **Last Name** _____ **Title** _____
2. **First Name** _____ **Last Name** _____ **Title** _____
3. **First Name** _____ **Last Name** _____ **Title** _____
4. **First Name** _____ **Last Name** _____ **Title** _____
5. First Name _____ Last Name _____ Title _____
6. First Name _____ Last Name _____ Title _____
7. First Name _____ Last Name _____ Title _____
8. First Name _____ Last Name _____ Title _____
9. First Name _____ Last Name _____ Title _____
10. First Name _____ Last Name _____ Title _____

(Total Badges Ordered: _____ # of Non-complimentary Badges: _____ x $20: _____

*(Please note: Payments by March 8, 2010 **MUST** be paid via credit card. On-site payments may be paid via credit card, check or cash.)*

Payment Information:

MasterCard ☐ Visa ☐ Check ☐ Check No _____

Card Number _____ VCode* _____

Name of Cardholder _____ Exp. Date _____

Card Billing Address _____

City _____ State/Province _____ Zip Code _____ Country _____

Signature _____

**The VCode is a 3 or 4 digit number on the back of your card following your card number.*

Exhibitor Badge Order Forms are due by March 8th in order to assure that your badges are ready for pick-up at the time of registration. Order forms received March 8th or later will be processed ON-SITE.

Return Form To:
950 Glenn Drive, Suite 150 · Folsom, California 95630
Phone: 916.486.7750 · Fax: 916.486-7765 · Email: info@caeyc.org

Office use only: 4223-100