



Virginia School Counselor Association Annual Conference  
Holiday Inn Select—Koger Center  
Richmond, Virginia  
March 30-31, 2006

Name of Company/Organization: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State/ Zip

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title/Position: \_\_\_\_\_

Product/Type of Display: \_\_\_\_\_

Exhibitor's Name(s): \_\_\_\_\_  
As you wish it to appear on nametag(s)

Number of Exhibit Tables (2.5' X 6'): \_\_\_\_\_ @ \$275 (1) or \$550 (2) or \$675 (3)

Would you like a box lunch (Thursday Only)? \_\_\_\_\_ no \_\_\_\_\_ yes, if yes - total number of lunches \_\_\_\_\_

Total Number of Tables: \_\_\_\_\_ Total Amount: \$ \_\_\_\_\_

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

**Agreement Terms and Conditions:**

Full payment must accompany application/contract. Exhibit space is subject to availability on a first-come, first-serve basis. Exhibitor requests for space assignment are given consideration but are made at the discretion of the Virginia School Counselor Association (VSCA). Written confirmation will be mailed to exhibitors upon VSCA receipt of a signed application/contract and payment. All exhibits are subject to the enclosed hotel policies for shipping, safety regulations, and electrical requests. The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities on the hotel premises and will indemnify, defend and hold harmless the hotel, the VSCA, their agents, servants and employees from any and all such losses, damages and claims. Exhibits may set-up after 7:00 p.m. on March 29, 2006 and all exhibits shall be removed by 1:00 p.m. on March 31, 2006.

The authorized exhibitor signature below attests agreement to the foregoing terms and conditions.

Signature of Authorizing Official \_\_\_\_\_

**Checks should be made payable to VSCA.**

Please mail application and fee to:

**Sylinda Gilchrist  
PO Box 761  
Petersburg, Virginia 23804**

Questions?

804-795-9132 or 804-526-5474  
**syindagilchrist@aol.com**