



INTERNATIONAL TRUMPET GUILD EXHIBITOR & SPONSOR CONTRACT 2022

Contracts will be accepted until we reach full capacity.

COMPANY GENERAL INFORMATION

We, the undersigned, make the application to exhibit at the 46th ITG Conference to be held at the Hyatt Regency Riverwalk of San Antonio (TX), May 31 - June 4, 2022. We understand that in signing this contract we agree to adhere to all of the ITG Conference Exhibitor Terms.

Company Name: _____

Company as it should appear in the program: _____

Name and position of contact person: _____

Address: _____

Phone: + _____ (_____) _____ Fax: + _____ (_____) _____

Email: _____ Website: www. _____

PRIVATE EXHIBIT DISPLAY & FEE INFORMATION

I would like to be in _____ a **Private Room** I would like to be in _____ a **Shared Private Room**

If you are planning to share a private room, each company will need to complete a separate contract, however the number of tables & badges is per room and not per company. Please indicate the exact amount each firm is paying.

2022 Private Room Information:

Pecan:	1,034 Sq. Ft.	\$4,750	SOLD _____	Includes: 4 Exhibitor Badges & 6 Tables
Blanco:	744 Sq. Ft.	\$4,250	SOLD _____	Includes: 4 Exhibitor Badges & 6 Tables
Llano:	672 Sq. Ft.	\$3,750	SOLD _____	Includes: 3 Exhibitor Badges & 5 Tables
Pecos:	624 Sq. Ft.	\$3,500	SOLD _____	Includes: 3 Exhibitor Badges & 5 Tables
Frio:	587 Sq. Ft.	\$3,000	SOLD _____	Includes: 3 Exhibitor Badges & 4 Tables
Nueces:	574 Sq. Ft.	\$2,900	_____	Includes: 2 Exhibitor Badges & 4 Tables
Directors:	528 Sq. Ft.	\$2,750	SOLD _____	Includes: 2 Exhibitor Badges & 3 Tables
Mesquite:	506 Sq. Ft.	\$2,500	SOLD _____	Includes: 2 Exhibitor Badges & 3 Tables

Note: Additional tables are available for \$75 each, and additional exhibitor registration will be available for \$150 per person. Please remember that this option is available for staff working your exhibit only.

If Shared Private, please indicate the amount you are paying: \$ _____

Name of Company sharing the room: _____

SHARED SOUND EXHIBIT SPACE & FEES

ITG will not hold or guarantee any space unless a contract and payment is received.

Each company wanting to exhibit at the International Trumpet Guild will need to purchase at least one table (\$400) and submit a fully completed contract.

Table sizes are 72" X 30" and comes with drape and skirt.

1st Exhibit Table: \$375 (Includes 2 full conference registrations)

Each additional Table: \$275 (1 full registration per additional table)

Each additional Table: \$225 (NO Additional Registration)

If you select this option and later choose to add registrations, these will be available at the regular \$150 rate/badge.

Special Request: _____

We will do our best to take these in consideration, however, not all requests will be able to be accommodated.

FirstTable: \$375 _____ Additional \$275 tables: X _____ Additional \$225 tables: X _____

Total number of tables: _____

Total due for tables in shared exhibit space: \$ _____ (see below for payment options)

Outlets, and Wi-Fi (secured or non-secured) will be available at an extra cost from PSAV through the hotel directly and at the exhibitor's expense. Information about shipping will be sent to all exhibitors as soon as it becomes available. All expenses incurred from shipping or cartage are the responsibility of the company submitting this contract. ITG is not responsible for any of the extra charges incurred.

CONFERENCE SCHOLARSHIP SPONSOR

As a thank you to our exhibitors and to encourage scholarships, ITG offers the opportunity to provide a \$250 student scholarship to attend the ITG conference for only \$200. Students are chosen by audition and the award will be presented during the Festival of Trumpets Concert where you will receive special recognition. Your company will also be listed in our conference program book. Please consider providing a unique opportunity for a student to attend the 2022 ITG Conference in San Antonio, TX.

Name of Scholarship: _____

Number of Scholarships: _____ X \$200 = \$ _____

EXHIBITOR BADGE NAMES

The Conference Assistant Director will be contacting you throughout the year to collect names for your exhibit space. Exhibitor Badges allow access to all Conference events. These badges should be for your working staff only, and final list must be submitted no later than **May 1st, 2022**.

CONTRACT SUMMARY

Conference Sponsorship: \$ _____ Name of Sponsorship: _____
(Diamond, Platinum, Gold, Silver, Bronze, Shirts, Tote Bags, Coasters, Events & Receptions)

Semi or Private Room: \$ _____ Room Name: _____

Shared Space Total: \$ _____ (see page 2)

Conference Scholarship: \$ _____ (\$200 each)

Additional Vendor Badges: \$ _____ (\$150 each) Additional badge request will be reviewed by conference director and treasurer prior to approval.

TOTAL DUE: \$ _____

CONTRACT TERMS

A **Non-refundable 50% deposit** due with the contract in order to hold your space and/or sponsorship. **Private and Semi-Private rooms need to be paid in full at time of booking without exceptions.**

PAYMENT PLAN

Pay Full Payment (100%) Now: _____

Pay Down-Payment (50%) Now: _____ (non-refundable)

If paying 50%, please provide the remaining balance under the following plan:

Remaining 50% by March 1st, 2022: _____

25% by December 1, 2019 & 25% by March 1st, 2022: _____

*Note: If you are using our payment plan, late payments will be assessed a 10% late fee.
Please select best plan best suited to your needs. and initial next to it.*

Refund policy

50% of contract amount is non-refundable. No refunds for cancellations after April 15, 2022.

We would like to mindfully request that all additional exhibitor badges be only purchased for your working staff. It is very difficult for the conference to keep prices affordable for vendors if attendees and artists not performing or presenting who are represented by a company receive discounted badges. Please help us keep the conference prices affordable.

PAYMENT INFORMATION

All pricing is in U.S. Dollars and payment must be received in such currency.

Checks must be made out to:

International Trumpet Guild

Please mail checks to:

International Trumpet Guild

PO Box 2688,

Davenport, IA 52809-2688

Tel: +1 (563) 676-2435 & Fax: +1 (413) 403-8899

Email: treasurer@trumpetguild.org

PayPal or Bank Transfer

For more information, please contact ITG Treasurer Dixie Burress

If paying with Credit Card

Circle One: **Visa** **MasterCard** **American Express**

Card Number: _____

Exp. Date: _____ CVN: _____

Card Holder Name: _____

Card Holder Signature: _____

The signature below indicates that you have read and understand the conditions outlined in this document and agree to the payment terms outlined above.

Exhibitor Signature: _____

Title: _____

Date: _____