



**BUILDING BRIDGES  
OF INTEGRATION**  
*for Traditional Chinese Medicine*

## 2018 EXHIBITOR BOOTH APPLICATION

**LOCATION:** Hyatt Regency • 1800 Presidents St., Reston, VA 20190 • 703-925-8123

**DATES:** October 11 – 14, 2018

**BOOTH SET-UP:** Begins at 5:00 pm on October 11 and must be completed by 10:00 pm.

No vendor will be able to set up on any subsequent days.

The Exhibit area will be open: Friday, October 12 and Saturday, October 13, 8:00 am – 5:30 pm

Sunday, October 14, 8:00 am – 11:30 am

**BOOTH BREAK-DOWN:** Sunday, October 14 at 11:30 am

**FEES & PAYMENTS:** \$1,100 – To hold your location, a deposit of \$500 is now due. Final payment is due July 30, 2018.

**EXHIBITING INFORMATION:** 6 ft skirted table with 2 chairs (full booth)

**EXHIBITOR BENEFITS:** Two complimentary passes for vendors wishing to attend workshops

PDA's and CMEs available for vendors who attend workshops (CMEs: additional \$50 fee)

**TO REGISTER:** Traditional Chinese Medicine World Foundation • 34 West 27th Street, Suite 1212, New York, NY 10001

Attn: Exhibitor Coordinator Jennifer Oh • Fax number: 212-274-9879 • [jennifer@tcmworld.org](mailto:jennifer@tcmworld.org)

Total balance is due July 30, 2018. If payment is not received by July 30, 2018, the exhibitor will be considered a “no show” and Traditional Chinese Medicine World Foundation has the option to resell the booth. Any exhibitor requesting a refund must do so, in writing, prior to August 15. After August 15, no refund will be granted unless TCM World Foundation resells the booth. Transferring booth space to another company is not allowed. TCM World Foundation reserves the right to sell booth space from its waiting list if a booth becomes available due to non-payment.

Company Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_ Website \_\_\_\_\_

Names of representatives who will be manning the booth (two people max. per booth).

1 \_\_\_\_\_ 2 \_\_\_\_\_

Representatives will apply for PDA credits (no fee)  Yes  No

Representatives will apply for CME credits  Yes  No Amount submitted \_\_\_\_\_ (\$50.00 per representative)

Will you be using a free standing display? \_\_\_\_\_ If so what are the dimensions? \_\_\_\_\_

Do you require an electrical outlet? \_\_\_\_\_ (The Hyatt Regency will impose a \$50.00 per day fee.)

Will you be using audio? (Headsets may be required.) \_\_\_\_\_ Will you be sending materials ahead of your arrival? \_\_\_\_\_

Make checks payable to Traditional Chinese Medicine World Foundation  Check enclosed

or include credit card number and name as indicated on card:  Visa  MasterCard

Name on Card \_\_\_\_\_ Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_

I understand and agree to abide by conditions defined above. TCM World Foundation is not responsible for any loss or damage.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_



*Traditional Chinese Medicine*  
**WORLD FOUNDATION**