



ASSOCIATION OF COLLEGIATE SCHOOLS OF PLANNING

2010 BOOK FAIR REGISTRATION FORM ~ OCTOBER 7-10 ~ MINNEAPOLIS, MINNESOTA

Full Company Name _____

Name of Attending Representative _____ Nickname for Badge _____

Contact Name if different from above _____

Mailing Address _____

City _____ State _____ Postal/ZIP Code _____

Province/Country _____ Telephone _____

E-mail (print clearly) _____ Company Web Site _____

Item	Fee	Quantity	Total
Publisher-Staffed Table top display (6' draped and skirted table)	\$175 each	_____	\$ _____
Second table for the same exhibitor	\$125	_____	\$ _____
8' x 10' booth display (includes two tables, chairs, pipe and drape)	\$500	_____	\$ _____
ACSP Staffed Table Top display (6' draped and skirted table)	\$225 per table	_____	\$ _____
Second table for the same exhibitor	\$175	_____	\$ _____
Program Advertising - 1/4 page	\$ 75 each	_____	\$ _____
Program Advertising - 1/2 page	\$150 each	_____	\$ _____
Program Advertising - full page	\$250 each	_____	\$ _____
Program Advertising - full interior page – specific location	\$350 each	_____	\$ _____
Program Advertising - Inside front cover	\$550	_____	\$ _____
Program Advertising - Inside back cover	\$450	_____	\$ _____
Program Advertising - Outside back cover	\$750	_____	\$ _____
Self-Published Author Participation at Co-Op Table	\$25 per title	_____	\$ _____
Mailing List Rental Fees:			
Chairs List	\$100	_____	\$ _____
Full Faculty List	\$250	_____	\$ _____
Conference Attendees List (post conference only)	\$175	_____	\$ _____
Total Payment Enclosed			\$ _____

Check/Purchase Order Enc.	Check # _____	Purchase Order # _____
Type of Credit Card	MasterCard _____	Visa _____
Name of the Cardholder	_____	
Credit Card Number	_____ - _____ - _____ - _____	Authorizing Signature _____
Three-Digit Code*	_____	Expiration Date _____

**Unique security measure sometimes required by the merchant processor. The code is the last three digits on the back of the card in the signature box.*

Payment Deadline: **PAYMENT MUST BE RECEIVED BEFORE THE START OF THE CONFERENCE.**
All payments must be made in U.S. dollars.

Email: Email completed Book Fair Registration forms as a PDF to Catherine Walker, catherine@acsp.org, however for security reasons **PLEASE DO NOT** email credit card information. Follow up by phone with credit card details.

Fax: Fax completed registration form with credit card details to 850.385.2084 until **September 1, 2010.**

Mail: Association of Collegiate Schools of Planning, Inc.
6311 Mallard Trace Drive, Tallahassee, FL 32312 USA

Cancellation/Refunds: Cancellation of your exhibit reservation prior to the show may result in a \$50 cancellation fee. All other fees, except program advertising will be refunded. **Advertising can not be refunded.**