



2010 KAECE-KHSA Institute
 Eastern Kentucky University
 Perkins Building, Kit Carson Drive, Richmond, KY 40475
November 18-20, 2010



2010 EXHIBITOR APPLICATION

*NOTE: Your Application will not be processed without a valid email address.
 All future correspondence concerning your Exhibitor status will be sent by email.*

PLEASE PRINT:

Name: _____ Position: _____

Company: _____

Phone: _____ FAX: _____ Email: _____

Address: _____

City: _____ ST: _____ Zip: _____

Check all that apply

- Yes, I will provide a door prize**
 - 6' Exhibitor Table (no skirting or pipe & drape!)**.....\$ 150.00
 - Electrical hook-up**.....no charge
 - Additional 6' table in adjacent space** (Number of added tables: _____) x \$75.00 = \$ _____
- TOTAL PAYMENT/PURCHASE ORDER ENCLOSED** \$ _____

HOTEL ACCOMMODATIONS & PARKING

Overnight accommodations are available at various local hotels at discount prices. Go to www.kaece.org and click on "Institute" for more details. When booking your hotel accommodations, be sure to request the "KAECE" block rate. Parking is free of charge at hotels and at the Perkins Building.

Purchase Orders / Invoicing Fees / Payment Dates / Forfeitures / No Refunds

- **Registrations must be received by Friday, October 15, 2010.**
- **If full payment is not received by Monday November 1, 2010, your Exhibitor space will be cancelled and any partial payments will be forfeited.**
- **Exhibitor Fees are non-refundable.**
- **Registrations paid by Purchase Orders may be faxed to 502-607-0771. Registrations paid by check / money order should be mailed to:**

**2010 KAECE-KHSA Institute
 c/o Kentucky Head Start Association
 649 Charity Court, Suite 1
 Frankfort KY 40601**

Registration Questions? Contact Bob Wilcher at 800-869-9257 or bwilcher@khsa.org.