

CASE MANAGEMENT SOCIETY OF AMERICA- EASTERN OKLAHOMA CHAPTER
7th Annual Educational Conference
"Waves of Change in Healthcare"
May 12, 2015
Marriott Southern Hills
(866) 530-3760 (Hotel Reservations)

Booth Exhibitor Registration Form
(Please Print or Type All Information)

Registration

Company Name: _____

Contact Person: _____

Address: _____ **City:** _____ **ST:** _____ **Zip:** _____

Phone: _____ **Fax:** _____ **E-mail:** _____

I/My organization would like to participate in CMSA-EOK's Educational Conference:

- CMSA Non-Member Booth Exhibitor (\$550.00 by Apr 18) (\$600.00 on or after Apr 18) \$ _____
- CMSA Member Booth Exhibitor (\$375.00 by Apr 18) (\$390.00 On or after Apr 18) \$ _____
- Electrical connection (Hotel charge is \$30.00)..... \$ _____
- Additional Booth attendants** : ___ @ (\$50/Mbr--\$75/Non-mbr by Apr 18) (\$55/Mbr--\$80/Non-mbr after Apr 18) \$ _____
- Luncheon only \$35.00 \$ _____

Totals \$ _____

CMSA of Eastern OK Tax ID # 83-0505533

AMOUNT ENCLOSED \$ _____

Payment Method: Check # _____ MasterCard ___ Visa ___ Discover ___

Payable to:
"CMSA-EOK"

Credit Card #: _____ Exp. Date: _____

Authorized Signature for Credit Card: _____

Booth Attendant Names 1) _____ 2) _____

Additional Booth Attendants 3) _____ 4) _____

Complimentary Conference Attendee Registration Name:** Need name & registration form _____

***Can be assigned to any CM as a marketing tool and to increase attendance. It may be different from your Booth Attendants. Complimentary attendees still need to complete an attendee registration form to attend the conference. Additional booth attendants need to complete an attendee registration form.*

We the Undersigned do Hereby Agree to the Following:

- a) All provisions of the rules and regulations in the exhibitor acknowledgement letter are to be followed.
- b) Exhibit fee includes registrations and space costs. Furnishings, labor, shipping and hotel arrangement must be made individually.
- c) Checks should be made payable to the CMSA-Eastern OK. *Payment of sponsorship should be made by April 18, 2015 or space will not be reserved.*
- d) Exhibitor Booth space is available on a first-come basis when your application and *payment is received.* Other factors may influence space assignment such as date of registration, special needs, and general layout of exhibits.
- e) It is agreed by signing this form you understand and will comply with all the guidelines stated above while exhibiting at the Marriott Southern Hills. Failure to comply with any of the above stated guidelines will result in a \$250.00 damage fee, payable by the Exhibitor at the time of the event.
- f) Cancellations must be in writing and must be received by April 18, 2015 in order to receive a refund minus \$100.00 administration fee. Cancellations received after April 18, 2015 but prior to May 12th will forfeit all monies paid. Failure to submit a cancellation and failure to appear at the conference will result in owing the full sponsorship/registration fees. *Payment of sponsorship should be made by April 18, 2015 or space will not be considered reserved.*

Company Representative

Date

Please return a signed copy of this agreement to:

CMSA-Eastern OK Conference, P.O. Box 35766, Tulsa, OK 74153

Questions? Please call or email: (918) 636-7162 or info@cmsa-easternok.org. --or--FAX (918) 488-8021

CMSA-EOK USE

Date Received _____ Total Amt of Contract \$ _____ Amt Paid \$ _____ Check # _____

Dated _____ Bal Due _____ Bal Paid _____ Check # _____ Booth # Assigned _____

Credit Card Approval/Confirmation #: _____