



Society for Photographic Education  
 2530 Superior Avenue, #403 Cleveland, Ohio 44114  
 p 216/622-2733 f 216/622-2712 www.spenational.org

# Conference & Publications Reservations Payment Form

## *Sprawl*

Conference: March 26-29, 2009

Exhibits Fair: March 27-28, 2009

The Fairmont Dallas Hotel - Dallas, TX

### Contact

Name \_\_\_\_\_  
 Company \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Email \_\_\_\_\_ Website \_\_\_\_\_

### Payment Information

- Charge Credit Card     Check Enclosed     Visa     Mastercard     Discover  
 Please Invoice Me

Card# \_\_\_\_\_ Exp \_\_\_\_ / \_\_\_\_ CVV2# \_\_\_\_\_ Signature \_\_\_\_\_

### Advertisement Designer Contact

Name \_\_\_\_\_  
 Phone \_\_\_\_\_ Email \_\_\_\_\_

### Onsite Reps

Name \_\_\_\_\_ Email \_\_\_\_\_  
 Name \_\_\_\_\_ Email \_\_\_\_\_  
 Name \_\_\_\_\_ Email \_\_\_\_\_  
 Name \_\_\_\_\_ Email \_\_\_\_\_

- Reservations due by September 1 to be listed in the conference flyer.
- Reservations due by November 15 to be listed in the Conference Program Guide, ads due by December 1.
- Advance reservations are due by November 3. Reservations after November 3 are due net 30 days.
- Late registrations may be subject to additional charges. All payments must be received one week before show date.
- For cancellations, written notification must be received by February 2, 2009 in order to receive a refund less 25% for administrative costs. No refunds for cancellations received after February 2, 2009.
- Booth assignments are made at the discretion of the Exhibits Fair Coordinator, however every attempt is made to satisfy the exhibitor's requests.
- Signature signifies acceptance of policies.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please fax or mail form and payment with reservations order form to:**  
**Society for Photographic Education** 2530 Superior Avenue, #403 Cleveland, OH 44114  
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