

Alberta and Northwest Conference
83rd Conference Meeting, May 31 to June 3, 2012

Display Space Request Form

Please Complete this application and forward it to the Conference Office by April 25, 2012.	
Group Name:	
Connection to the United Church:	
Contact Person:	
E-mail Address:	
Address:	
Town:	
Province/Postal Code:	
Telephone: Daytime: ()	Evening: ()
Description of Display:	
Can share with:	
Need Power?	<input type="checkbox"/> No Describe Needs:
	<input type="checkbox"/> Yes
Length of Table Space Needed:	
Special Needs?	

Requirements and Responsibilities

- You will need to set up your displays by 1:00 p.m., Thursday, May 31, in the designated area. A Floor Plan will be posted.
- You are responsible for the security of your own display.
- You will need to bring a 30' extension cord, should you require power to operate your display
- The display area is located in the dining area, so audio displays may be operated at any time.
- It is your responsibility to take down your display on Saturday evening, and remove all leftover materials.
- The majority of spaces require displays to be free-standing.
- Display space will be assigned on a first-come basis. Please contact the Conference Office, if you have not received confirmation by April 30, 2012.