



“The Largest Not-For-Profit National Trade Association Of Repossession Specialists Since 1936”

**Allied Finance Adjusters 80th Annual Convention - Exhibitor Registration
May 17th – 19th 2016
The Westin Savannah Harbor Golf Resort & Spa. Savannah, GA**

Thank you for your interest in being an exhibitor for our upcoming convention! To make sure that your exhibitor needs are met, please take a moment to complete the following exhibitor survey / registration form to tell us more about your needs!

SPACE IS LIMITED! REGISTER TODAY!!!

If your marketing budget only allows for one meeting in 2016, you should plan on this one! With over 300 members strong in 2015 and more expected in 2016, this is the “Don’t Miss” event when it comes to repossession industry conferences.

Take advantage of the “Early Bird” exhibitor registration on or before March 15th 2016 \$900.00!
After March 15th, \$1,200.00. *Two attendees are included per booth; additional attendees are \$200.00 per person.

Sponsorship opportunities are available. Contact us for more information!

Vendor Exhibitor Set Up:
Monday May 16th 12:00pm to 5:00pm
Tuesday May 17th 7:30am to 12:00pm

Vendor Exhibitor Tear Down:
Friday May 20th 7:30am-2:00pm

Exhibitor Name: _____

Description of Product: _____

Attendee Name(s): 1. _____ 2. _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Cell: _____

Email: _____ Web: _____

Email Exhibitor Registration form to:
alliedfinanceadjusters@gmail.com

If you have questions regarding exhibitor registration or sponsorship opportunities, please contact Jim Osselburn at 412-607-0722.





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PAYMENT AND CREDIT CARD CHARGE AUTHORIZATION FORM

Date: _____

Company Name: _____

- Annual Convention Exhibitor Fee
- Annual Convention Sponsorship Fee

Total Amount to be charged to account: \$ _____ Invoice #: _____
 (If paying from invoice, enter the invoice number)

Name As it Appears on Card: _____

We MUST have your complete credit card billing address for the Credit Card being used.

Cardholder Billing Address: _____

City: _____ State: _____ Zip: _____

Type of Card: Visa MasterCard American Express

Visa/ MasterCard Number: _____ - _____ - _____ - _____

American Express Number: _____ - _____ - _____

Expiration Date: _____

Verification Code: _____

(Visa / Master Card Verification Code is the 3 or 4 digit code listed on the back – A/E is code listed on the front of your card.)

Cardholder Signature: _____

**Signing this form authorizes Allied Finance Adjusters to charge above listed credit card for total amount shown above.
AFA will use this card for this transaction only.**

Internal Office Use Only:

Date Processed: ____/____/____

Initials of Person Processing Pmt: _____

Authorization Code: _____



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To make sure that your exhibitor needs are met, please take a moment to complete the following exhibitor survey to tell us more about your needs!

Company Name: _____

Attendee Name(s): _____

Company Phone: _____ Cell Number: _____

(Please note 2 exhibitor attendees are included in your registration fee, additional attendees are \$200.00)
Number of your registrants that will be attending the Thursday night awards dinner: _____

Exhibit Description: For spacing and placement of your booth, please tell us more about your display.
Is your display most similar to tabletop tabletop with side banners full floor pop-up other



TableTop



Table Top w/ Side Banner, would include a banner display like this one, along with a standard tabletop exhibitor tabletop as shown to the left.



FullFloor

If you selected other, please describe your display: _____

You can also provide a photo from previous trade shows if it is easier, please email to: secondvp@alliedfinanceadjusters.com

Do you require electrical? yes no (Additional charges apply)

Do you require internet? yes no (Additional charges may apply)

*If you are a tow truck exhibitor, please complete the questions below:

How many trucks will you be bringing to the Convention?

Please indicate the number of each style of units Rollback/Flatbed Wheel Lift Sneaker

What are the dimensions of the trucks? _____

**Will you be donating any giveaway/door prize items? yes no

If so, thank you, and please tell us more. Will these be for general door prize business card drawing? What is the prize? _____

Are you interested in Event Sponsorship? Yes, please have someone contact me!

Please return this form as soon as possible to Secondvp@alliedfinanceadjusters.com or via fax to 888-949-8520.



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THE WESTIN SAVANNAH HARBOR RESORT & SPA EXHIBIT FORM

Convention Name _____ Booth Number _____

Name of Exhibit Company _____ Phone/Fax _____

Name of On-Site Exhibitor _____ E-Mail Address _____

Exhibitor Set-Up Date/Time _____ Strike Date/Time _____

Payment Method (Credit Card/Room Charge) _____

Quantity	Item	Price Item	# of Days	Total
	Multi-Outlet Power Strip	\$15.00 per/day		
	Extension Cord	\$15.00 per day		
	110V/5 amp Standard Outlet	\$30.00 per/day		
	208V/Single Phase/20 Amps	\$75.00 per/day		
	208V/Three Phase/ 40 Amps Power Distribution Panel	\$125.00 per/day		
	208V/Three Phase/60 Amps Power Distribution Panel	\$150.00 per/day		
	Exhibit Internet Access	\$50.00 per/day		
	Exhibitor Boxes	\$6.00 each		
	Exhibitor Display Case	\$25.00 each		
	Exhibitor Pallet	\$75.00 each		
			Subtotal	
			Taxes (7%)	
			Total	

*Exhibitor request form must be received a minimum of 7 working days prior to the start of the convention. The order form must be completed in its entirety (including equipment description and accompanied by a check or completed credit card authorization form to become final). Please apply a 7% GA State Sales Tax to all charges.

*A \$50.00 service charge will apply for any orders not received within 72 hours of the show date. A \$25.00 service charge will apply to any equipment requiring on-site wiring. Late orders are not guaranteed. All electrical equipment must have the Underwriter's Laboratory Seal. The hotel is not responsible for any damaged equipment due to variations in voltage because of public service or weather conditions. The hotel will not hook up improperly wired equipment. Flexible cords and cables less than #14 gauge will not be permitted. The use of lamp cords, cube taps or similar devices are not permitted. Fixtures of only screw-in type clamps will be allowed with #14-3 wire S.I. cord.

Any power requirements other than those specified on this sheet must be discussed and approved by the Meetings & Event Manager prior to any power set-up.



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Exhibitor boxes and materials shipping information

Shipping Info:

Handling fees for exhibitor items, with the exception of pallets or exceptionally large/heavy items have been waived.

Packages should be sent to the hotel at the address above arriving no more than 3 days prior to the start of the event. Please be certain to clearly label each package in the following manner:

Ship to:

The Westin Savannah Harbor Resort

_____ (Exhibitor Name/ Exhibitor On-Site Contact)

AFA Annual Convention 2016

Attn: JinJin Sklar

One Resort Drive

Savannah, GA 31421

Shipping Reference:

AFA Annual Convention 2016

CONFERENCEMGMT: James Osselburn (AFA)

VENDOR: _____ (Name of your company)

May 17th – 20th

Box# of _____ (Example Box# 1of 4)

Hotel Contact:

JinJin Sklar

Direct: 912-201-2039

Fax: 912-201-2077

E-Mail: jinjin.sklar@westin.com

Closest UPS Store:

The UPS Store

22 W Bryan St.

Savannah GA 31401

(912) 233-7807

Closest FedEx:

Office Print & Ship Center,

5 W Broughton St.

Savannah, GA 31401

(912) 443-1901



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2016 AFA Sponsorship Information

Platinum Sponsor 1– Welcome Reception Cocktail Party –Wed. June 24

\$7,500

Event is one of the most attended and remembered. This sponsor is permitted to supply cocktail napkins with their company logo at their cost and will have a welcome sign at the event entrance. Sponsor will receive special acknowledgement during morning announcements, have logo on the AFA website and in printed materials.

Gold Sponsor 2–Awards Dinner–Friday, June 26

\$5,000

Event usually holds the attendee’s attention the longest with live entertainment, awards and presentations. This sponsor is permitted to supply cocktail napkins with their company logo at their cost and will have a welcome sign at the event entrance. Sponsor will receive special acknowledgement during morning announcements, have logo on group’s website and in printed materials.

Diamond Sponsor– Lunch Sponsor(2available)

\$2,500

Sponsor will be allowed 3 registrants and welcome signage at the luncheon entrance. Sponsor will receive special acknowledgement during morning announcements, have logo on group’s website and in printed materials.

Silver Sponsor–Breakfast Sponsor (2available)

\$1,500

Sponsor will be allowed 3 registrants and welcome signage at the luncheon entrance. Sponsor will receive special acknowledgement during morning announcements, have logo on group’s website and in printed materials.

Silver Sponsor–AM/PM Breaks(4available)

\$1,000

Sponsor will receive special acknowledgement during morning announcements, have logo on group’s website and in printed materials.

2016 Exhibitor

\$900

Includes admittance for 2 to all sessions and meal functions, 6ft.Table and 2Chairs.

Additional Exhibitor Attendees beyond the 2 included in registration fee

\$200

If you have questions regarding exhibitor registration or sponsorship opportunities, please contact Jim Osselburn at 412-607-0722.

Sponsorship and Vendor Exhibit Agreement

Upon acceptance of the contract, the Exhibitor shall be bound by the rules and regulations set forth herein and by such amendments or additional rules and regulation, which may be established by Allied Finance Adjusters Conference (AFA).

A. ELIGIBILITY TO EXHIBIT

The purpose of the AFA Annual Convention is to provide education, training and networking opportunities to individuals in the repossession industry. To facilitate this purpose AFA also provides opportunities to invited industry service providers to exhibit and display information about their products and services in the Exhibit Hall.

AFA right to refuse exhibitor space to anyone at our sole discretion and specifically services or products deemed competitive in nature to those offered by the host groups.

B. INDEMNITY AND LIMITATION OF LIABILITY

Allied Finance Adjusters Conference Inc. nor the host Hotel/convention facility (herein after Exhibit Building, nor any of its officers, agents employees or other representatives shall be held liable for, and they are hereby released from liability for, any damage, loss, harm or injury to the person or property of the Exhibitor or any of its visitors, officers agents, employees or other representatives, resulting from their theft , fire, water or accident or any other cause. The Exhibitor shall indemnify, defend and protect AFA and the Exhibit Building and save AFA and the Exhibit Building, harmless from any and claims, demands, suits, liability damages, loss, costs, attorney's fees and expenses of any kind which might result from or arise of any action or failure to act on the part of the Exhibitor or its officers, agents, employees or other representatives. It is the responsibility of the Exhibitor to maintain proper insurance coverage for its property and liability.

C. ASSIGNMENT OF EXHIBIT SPACE

AFA shall assign the Exhibit Space to the Exhibitor for the period of the Exhibit in priority order based on receipt of this contract. Such assignment is made for the period of this Exhibit only and does not imply that the same or similar space be held or offered for future exhibits. Decisions by AFA regarding location of Exhibitor's booth placement will be final. AFA reserves the right to transfer assignments when such action is deemed to be in the best interest of the total exhibition. AFA reserve the right to withdraw its acceptance of this Application/Contract if it determines in its sole discretion that the Exhibitor is not eligible to participate or the Exhibitor's product or services is not eligible to be displayed in this Exhibit.

D. STORAGE AND PACKING CRATES AND BOXES

It is the Exhibitor's responsibility to mark and identify all crates and boxes. Crates and boxes not properly labeled may be opened for identification purpose or destroyed. Host hotel has waived their fees associated with box handling for AFA Convention exhibitors. Exhibitor understands charges will apply for large crates and/or pallets and that Exhibitor is responsible for these charges. For the safety of event attendees and continuity of the Convention, no trunks, cases or packing material shall be brought into or out of the Exhibit Space during exhibit hours.

E. SECURITY

Exhibitor understands that Exhibit Hall will be locked each night by Host Hotel Staff and will remain locked until the following morning. AFA and Host Hotel assume no liability for loss or damage. Exhibitors are encouraged to take with them each night laptop computers, tablets, or other electronic devices that can be easily moved.

F. USE OF EXHIBIT SPACE

An exhibitor shall not assign to a third party its right hereunder to the Exhibit Space or any portion thereof without the prior written consent of AFA, which it may withhold at its sole discretion. If such consent is given, the Exhibitor shall assume full responsibility for the conduct of the assignee and all its representatives, and the Exhibitor shall not charge its assignee more than a proportionate share of the exhibit fee based upon the amount of Exhibit Space assigned.



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G. EXHIBITOR CONDUCT

Exhibitor and its representatives shall not congregate or solicit trade in the aisles. The prior written consent of AFA is required for the employment or use of any live model, demonstrator, solicitor or device for the mechanism reproduction of sound. Such employment or use shall be confined to the Exhibit Space. AFA, in our sole and absolute discretion, may withdraw its consent at any time, in which event Exhibitor shall terminate such activity immediately. Distribution of pamphlets, brochures or any advertising matter must be confined to the Exhibit Space.

H. AGREEMENT TO TERMS CONDITIONS AND RULES

Exhibitor agrees to observe and abide by the foregoing Terms, Conditions and Rules and by such additions Terms, Conditions and Rules made by AFA from time to time for the efficient or sole operation of the Exhibit, including but not limited to, those contained in this contract. In addition to AFA's right to close an Exhibit and withdraw its acceptance of this Application/Contract AFA in its sole judgment, may refuse to consider for participation in future Exhibits an Exhibitor who violates or fails to abide by all such Terms, Conditions and Rules. There is no other agreement or warranty between the Exhibitor and AFA except as set forth in this document. The rights of AFA under this contract shall not be deemed waived except as specifically stated in writing and signed by an authorized representative of AFA.

COMPANY/ORGANIZATION: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE: _____

BY: _____ / _____ DATE: _____
(Authorized signature) (Name Please Print)

Title: _____
(Please Print)

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