

APPLICATION

C O N V E N T I O N C E N T E R

Name _____
Church or Organization _____
Mailing Address _____
City _____ State _____ ZIP _____
Telephone Number (_____) _____ Fax Number (_____) _____
E-mail Address _____

1. How many tables would you like to reserve for your exhibit? _____
2. Will you be staying for the entire conference (Monday P.M. – Wednesday P.M.)? _____
If not, when are you planning to tear down your exhibit? _____
3. Please provide a brief description of what you will be displaying:

ADDITIONAL COMMENTS:

If this is your first year registering as an exhibitor, please send samples of your materials with your application.

CONVENTION CENTER FEES

The cost for one table is \$125 (see below for additional pricing). Please note that, as listed in the conference brochure, ***exhibitors should also register as conference delegates***. The cost of a table or several tables and the conference registration fee are to be added together when providing payment. Tables are 6' - 8' in length. Linens will be provided, and electricity will be available upon request.

1 Table	\$125	EXHIBITOR FEES
2 Tables	\$200	
3 Tables	\$300	
4 Tables	<i>Please call for special pricing.</i>	

Please submit your application form and conference fees by Monday, August 24, to:

ATTN: NPWC
North Valley Baptist Church
3530 De la Cruz Boulevard
Santa Clara, CA 95054

GUIDELINES

C O N V E N T I O N C E N T E R

All materials and displays in the Convention Center must be in accordance with the guidelines, policies, and standards of the North Valley Baptist Church. North Valley Baptist Church and its ministries use the King James Bible exclusively. Exhibitors are expected to adhere to this policy in all materials and displays.

Applications received are submitted to the office of the Conference Director for approval.

North Valley Baptist Church will not be held responsible for any injury, damage, or theft that may occur during the conference. Money or personal items should never be left unattended.

No materials and displays may be taped, stapled, or glued to the gymnasium walls.

Exhibitors are expected to adhere to the dress codes of North Valley Baptist Church.

If you will be shipping your materials to the conference, please label your boxes clearly. For your convenience, you may send materials to the attention of Crissi Hussin to ensure that your shipments are placed in your assigned area of the Convention Center. (Please confirm receipt of all deliveries.)

All tear-down and clean-up should be done one hour following the evening service on Wednesday, September 16.

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SCHEDULE

C O N V E N T I O N C E N T E R

The final conference schedule will not be distributed until the first day of the conference. Please note that, though most of what is listed below is accurate, some of the time frames may change.

MONDAY, SEPTEMBER 14

- 9:00 A.M. – 5:45 P.M. Exhibitors may prepare their areas during any of these hours.
- 3:00 P.M. Registration is held in the Convention Center. Since a significant number of delegates will see the different exhibits prior to 5:45 P.M., exhibitors (if they would like) are welcome to be in their areas during this time.
- 5:45 P.M. – 6:45 P.M. The Convention Center is open.
- After the Service The Convention Center is open.

TUESDAY-WEDNESDAY, SEPTEMBER 15-16

- 8:00 A.M. – 9:00 A.M. The Convention Center is open.
- 1:00 P.M. – 2:00 P.M. Lunch is usually held around this time in the adjacent facility. Since delegates may be in the Convention Center, exhibitors (if they would like) are welcome to be in their areas.
- 5:45 P.M. – 6:45 P.M. The Convention Center is open.
- After the Service The Convention Center is open following the service. Exhibitors may begin tear-down approximately one hour after the **Wednesday** evening service. All tear-down should be done at this time.