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EBACE2010 SHOW GUIDE ADDITIONAL LISTING REQUEST

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The *EBACE2010 Show Guide & Directory of Exhibiting Companies* contains pertinent information relative to Exhibits, Education Sessions, social gatherings, shuttle bus service and other events at EBACE2010. Exhibitors are provided one complimentary listing per Booth or Static Display Space reserved. Additional listings are available at a cost of \$275 each. Exhibitors are listed alphabetically in both the print and online editions of the *Show Guide* with their Booth and/or Static Display Space Number(s), Company address, phone and fax numbers, web and e-mail addresses and a 50-word description of the Company's products or services, as well as a maximum of five Buyers Guide categories per Exhibitor.

Exhibiting Companies will be sent User IDs and Passwords to access the *Show Guide* database to update their Company's information online.

All requests for additional listings must be accompanied by payment in advance. No additional listing will appear online or in the print edition until payment in full is received.

Please keep in mind:

- Exhibitors receive one complimentary *Show Guide* listing per Exhibit application received.
- The official name of the on-site publication for EBACE2010 is the *EBACE2010 Show Guide & Directory of Exhibiting Companies*. Publications with other names (i.e.; Expo Guide or Fair Guide) are not authorized for the EBACE2010 Show by NBAA.
- Companies must be Members in good standing (i.e., paid in full for all accounts with NBAA) in order to have *Show Guide* listings appear in the print and online editions of the *EBACE2010 Show Guide*.
- Each Exhibiting Company and Co-Exhibiting Company must have separate log-in credentials for their *Show Guide* listings, is responsible for entering and reviewing their Company's *Show Guide* information online by March 19, 2010, and must pay appropriate fees to NBAA (as required).

For additional information on listings in the *EBACE2010 Show Guide*, please contact NBAA's Maureen Cameron at mcameron@nbaa.org or (202) 783-9453.

TYPE OR PRINT (All correspondence relating to additional Show Guide Listings should be directed to):

ADDITIONAL LISTING REQUESTED FOR (COMPANY NAME, as you wish it to appear online and in the <i>Show Guide</i> index):	MEMBER #		
EXHIBITING IN BOOTH #:	WITH (Main Exhibitor):		
COMPANY RESPONSIBLE FOR PAYMENT FOR ADDITIONAL LISTING:			
CONTACT	CONTACT E-MAIL		
BILLING ADDRESS 1			
BILLING ADDRESS 2			
CITY	STATE <small>(if U.S. Address)</small>	ZIP/POSTAL CODE	COUNTRY
PHONE	FAX	CELL PHONE	

PAYMENT METHOD:

Please note: All payments for EBACE2010 should be made in U.S. dollars. When payments are made by wire transfer, please include a \$30 wire processing fee. All Companies requesting Additional *Show Guide* Listings must be current on all accounts with EBAA and NBAA (including all Exhibit fees for EBACE2010).

Company checks and bank wire transfers are the preferred methods of payment for EBACE2010. **Credit card payments are an accepted form of payment; however, payments received in excess of \$20,000 will be subject to a 3% processing fee.**

Bank Wire Transfer Instructions: Bank of America, 730 15th Street NW, Washington, DC, 20005, USA, Routing #: 026009593, Account Name: EBACE, Account #: 1920681595, Swift Code: BOFAUS3N. Please contact Maureen Cameron at mcameron@nbaa.org to secure an invoice number prior to making a bank wire transfer. Also, please indicate on the wire transfer the Company name, invoice number and reference for payment (i.e., Exhibit Space, Static Display Space, Sponsorship, *Show Guide* Advertising, Registration, etc.).

Card Type: American Express MasterCard Visa Discover

CREDIT CARD NUMBER	EXPIRATION DATE	SIGNATURE (FOR CREDIT CARD)
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