RETURN TO:
EBACE USA Office
Attn: Maureen Cameron
1200 Eighteenth Street NW, Suite 400
Washington, DC 20036-2527, USA
Tel: +1 (202) 783-9453; Fax: +1 (202) 862-5552
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EBACE2010 PUBLICATIONS BIN RESERVATION REQUEST

PUBLICATION BIN RESERVATION REQUEST

As a service to Exhibitors and Publishers of trade publications, EBACE Management will offer an area of Bins where publications may be displayed at Geneva Palexpo.

Bins may be reserved at a cost of $675 per Bin.

EBACE Management will assign an attendant to receive shipments, stock Bins and maintain the publications areas. A full-time attendant will be on duty during Show hours. Publications bins will be assigned based on the alphabetical order of publication titles.

Bins are for publications only. Advertising and promotional materials are not permitted and will be discarded by EBACE Management with no refunds provided.

Shipping instructions and special labels will be included in the *Exhibitor Service Kit*, scheduled for distribution in mid-January 2010.

Please include payment in full and one sample of each publication with the completed reservation form.

COMPANY NAME

CONTACT NAME | CONTACT E-MAIL

ADDRESS

CITY | STATE | ZIP/POSTAL CODE | COUNTRY

PHONE (include country code and area code) | FAX | CELL PHONE (include country code and area code)

Reserve ___ Bin(s) in the Publication Bins at Geneva Palexpo at a cost of $675 per bin for the following publication(s):

1._____ **2.**_____

Please include a sample of all publications.

PAYMENT CALCULATION:

Publication Bin:	Multiply $675 by _____ (Number of Bins Reserved)	**Total:**	
Wire Transfer Processing Fee:	$30	**Total:**	
		Total Due EBACE:	

PAYMENT INFORMATION:

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 a Publication Bin must be current on all accounts with EBAA and NBAA (including all Exhibit fees for EBACE2010) to reserve a Publication Bin.

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 #: 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)