



Return to: EBACE U.S. Office
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EBACE ADDITIONAL LISTING REQUEST

The EBACE *Show Guide & Directory of Exhibiting Companies* contains pertinent information relative to Exhibits, Education Sessions, social gatherings, shuttle bus service and other events at EBACE. Exhibitors are provided one complimentary listing per Booth or Static Display Space reserved. **NEW FOR 2012:** Exhibitors will also receive one free complimentary Exhibitor listing on the EBACE Mobile Application. Exhibitors are listed alphabetically in both the print and online editions of the *Show Guide* and on the EBACE Mobile App, along 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. Additional listings are available at a cost of \$325 each.

All Companies requesting Additional Listings will be sent User IDs and Passwords to access the *Show Guide* database and the EBACE App to update their Companies' profiles online.

Please keep in mind:

- Exhibitors receive one complimentary Exhibitor listing per Exhibit application received.
- The official name of the on-site publication for EBACE is the *EBACE Show Guide & Directory of Exhibiting Companies*. Publications with other names (i.e.; Expo Guide or Fair Guide) are not authorized by EBACE Management.
- Companies must be Members in good standing (i.e., paid in full for all accounts with EBAA and NBAA) in order to have *Show Guide* listings appear in the print and online editions of the *EBACE Show Guide*.
- Each Exhibiting Company and Co-Exhibiting Company must have separate log-in credentials for their Exhibitor listing, is responsible for entering and reviewing their Company's profile online by March 10, 2012, and must pay appropriate fees to EBACE (as required).

Additional Listing fee: \$325

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. For additional information on Exhibitor listings, please contact NBAA's Maureen Cameron at mcameron@nbaa.org or +1 (202) 783-9453.

TYPE OR PRINT (All correspondence relating to additional Additional 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 NAME		CONTACT E-MAIL	
BILLING ADDRESS 1			
BILLING ADDRESS 2			
CITY	STATE (if U.S. Address)	ZIP/POSTAL CODE	COUNTRY
PHONE	FAX	CELL PHONE	

PAYMENT CALCULATION:

EBACE Additional Listing Fee:	Multiply \$325 by _____ (number of Additional Listings requested)	Total:	
Wire Transfer Processing Fee:	\$30	Total:	
Total Due EBACE:			

PAYMENT METHOD:

Please note: All payments for EBACE 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 Listings must be current on all accounts with EBAA and NBAA (including all Exhibit fees for 2012).

Company checks and bank wire transfers are the preferred methods of payment for EBACE. **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, Additional Listings, *Show Guide* Advertising, Registration, etc.).

Card Type: American Express MasterCard Visa Discover

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CREDIT CARD NUMBER	EXPIRATION DATE	SIGNATURE (FOR CREDIT CARD)														