



**THE NATIONAL FLUTE ASSOCIATION
47th ANNUAL CONVENTION | SALT LAKE CITY, UT
SALT PALACE CONVENTION CENTER | AUGUST 1 – 4, 2019
EXHIBITOR SHOWCASE APPLICATION**

Print the following information exactly as it should appear in the convention program book.

EXHIBITOR'S SHOWCASE PRESENTED BY

Name of company _____

Street address _____

City _____ State/Province _____ Zip/Postal Code _____ Country _____

Phone _____ Fax _____

E-Mail _____ Web Address _____

Name and title of company representative(s) who will present your Showcase. Current bios must be submitted via the NFA website. Must be 300 characters or less.

Signature of legal representative _____ Date _____

Showcase Application Topic: Must be 25 words or less.

SHOWCASE DESCRIPTION

Describe your presentation below as you wish it be to be listed in the convention program book. Must be 300 characters or less. The NFA reserves the right to edit copy.

Each Showcase may occupy up to 25 minutes. You must be exhibiting at the convention and have submitted your EXHIBIT CONTRACT with full payment to apply for a Showcase. Exhibitors may occupy only one Showcase timeslot. You will be notified of your Showcase timeslot in May. You will be supplied with a speaking microphone, music stands, and a 5' grand piano. Additional A/V needs are at your expense, and can be arranged directly through the AV company. Showcases are limited to 28 and are accepted on a first-come, first-served basis.

TIME SLOT PREFERENCE (please list in priority order, 1 – 7, 1 being first preference)

___ Thursday morning ___ Thursday afternoon ___ Friday morning ___ Friday afternoon ___ Saturday morning ___ Saturday afternoon ___ Sunday morning

MUSIC STANDS REQUIRED _____ (Qty)

FEES

The charge for a 25-minute Showcase is \$185.00. The deadline for Showcase applications is April 15, 2019. Applications submitted after this date will be accepted if Showcase times are still available. Although every effort will be made to include such late applications in the convention program book, this may not be possible.

TOTAL AMOUNT DUE \$185.00

METHOD OF PAYMENT

MasterCard Visa Discover Check Enclosed Payable to: The National Flute Association, Inc. TOTAL \$ _____

Card Number _____ Expiration Date _____

Card Holder Name _____ Security Code _____

Billing Address (if different from above) _____

Signature _____

Your signature signifies acknowledgement and acceptance of the NFA cancellation and refund policy, as well as agreement to payment as stated above.

Submit completed form (including signature) and payment before April 15, 2019 to:
National Flute Association: Convention Registration
70 East Lake Street, Suite 200
Chicago, IL 60601
Phone: (312) 332-6682 | Fax (312) 332-6684
Itannehill@nfaonline.org | www.nfaonline.org

CANCELLATION POLICY: Cancellations must be received in writing (or email to Itannehill@nfaonline.org). Refunds of fees for booths, exhibitor showcase, and additional registration badges will be made according to this schedule:

- 100% if request is received on or before June 1, 2019
- 50% if request received June 2, 2019 through June 30, 2019
- No refunds will be made if the request is received after June 30, 2019.

NFA membership dues are not refundable.

FOR NFA OFFICE USE ONLY	
Date Received _____	
Type _____	
Showcase assigned _____	