

2024 Texas Tech Design Expo Registration Form

Registration forms must be postmarked no later than **September 6, 2024**.

Submitting this form acknowledges the registrant has read and agrees to the 2024 Exhibitor/Sponsor Rules (Page 2)

Please fill out the following fields, detach and mail with your payment or pay online at www.texastechdesignexpo.com. You will receive an email confirmation once your form has been received.
Please allow up to 5 business days.

COMPANY NAME _____

REPRESENTATIVE NAME _____

NAME TO BE READ ON LAPEL (Example: Jane Doe, Allied Member ASID | LEED AP)

CHECK ALL THAT APPLY

For Exhibitor/Sponsorship details visit <http://www.texastechdesignexpo.com>

- Rental + Bronze Sponsorship \$150
 Rental + Silver Sponsorship \$275
 Rental + Gold Sponsorship* \$300
 Rental + Platinum Sponsorship* \$325
 Additional Table Rental \$25

(Tables measure approximately 6'L X 30"W)

*Please note that all Gold and Platinum Level Sponsorships must submit a high resolution digital image of their logo to be included on Expo material. Please e-mail file to expocoordinator@texastechdesignexpo.com by Sept. 6, 2024.

MAILING ADDRESS

Street City State Zip

PHONE NUMBER: _____

E-MAIL: _____

COMMENTS (Need Vignette Display, Electrical Power, Extra Table?) _____

WILL YOU BE BRINGING A RAFFLE ITEM? Yes No

MAIL THIS FORM & MAKE PAYMENT TO:

(Make checks payable to *ASID Student Chapter*)

Design Expo 2024 - Department of Design
Texas Tech University
P.O. Box 41220
Lubbock, Texas 79409-1220

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2023 EXHIBITOR & SPONSOR RULES

1. Online registration will begin June 1, 2024 and payment must be made at the time of registration through PayPal.
2. Mail-in and online registration will begin June 1, 2024 and payment must be included with registration form. Check and money orders are accepted.
3. Invoices will be sent out within 10-14 business days of completed registration. Invoices will NOT be sent prior to payment received.
4. The registration deadline is September 6, 2024. Please contact expo coordinators Hattie Fuller & Lauren Clingman, at expocoordinator@texastechdesignexpo.com. If your company wishes to participate and the deadline has passed it is possible to have "day of" registration but limitations will be in effect.
5. Booths will be on a first come first-serve basis. If you would like to "showcase your company" with a large seating arrangement or other stylish display, contact the expo coordinators for more information. A limited number of a showcase areas will be available and are also on a first come first-serve basis.
6. Cancellation will only be accepted in writing 45-days prior to the start of the expo. Any registrations completed after the date of September 6, 2024 are not eligible for a refund. This includes reservation pricing on Exhibitor + Sponsorship, Solo Sponsorship, and Solo Exhibitor.
7. By completing the registration process and purchasing a exhibitor space and/or sponsorship, the exhibitor/sponsor acknowledges complete understanding and full acceptance of these exhibitor and sponsor rules.

CONTACT **EXPO COORDINATORS 2024**

Hattie Fuller & Lauren Clingman

expocoordinator@texastechdesignexpo.com

817.454.6414 | 806.496.3410

STUDENT ORGANIZATION ADVISOR

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