



Tigerlily Foundation

2nd Annual Divine Inspired Vivacious Aware (DIVA) Night Out

**May 15, 2010
Mandarin Oriental
Washington, DC**

6:00 p.m. - 9:00 p.m.

Vendor Registration and Information Package

Tigerlily Foundation
11654 Plaza America Drive, #725, Reston, VA 20190
Tel: 1(888) 580-6253
Email: info@tigerlilyfoundation.org
www.tigerlilyfoundation.org

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VENDOR REGISTRATION, CONTRACT AND INFORMATION:

Company Name:

Address: _____ City: _____ State: ____ Zip: _____
Telephone: _____ Fax: _____ Cell Phone: _____
E-mail: _____ Website Address: _____
Company listing for program/website/other materials: _____

PLEASE LIST THE PRODUCTS/SERVICES YOU WISH TO EXHIBIT: Be specific - only items listed will be allowed in your exhibit. (Attach extra sheet if more room is needed.)

Enclosed is my check for \$250, for cost of exhibit space. Due by May 1, 2010, 5:00 p.m.
Please bill my ____ Visa ____ Mastercard for 100% of cost.
Name as it appears on card, including Company name. _____
Card Number _____ Expiration Date ____/____ 3 Digit CVV# _____

MAKE CHECK PAYABLE TO: Tigerlily Foundation, 11654 Plaza America Drive, #725, Reston, VA 20190, (888) 580-6253, Fax – 703-663-9844, or pay online on the event page.

TERMS AND INFORMATION

A deposit amount equal for the full payment of \$250.00, is due by May 1st and must accompany this space application, for space assignment to occur.

CANCELLATION POLICY

All cancellations must be in writing. Cancellations received after April 15, 2010, will be refunded 50% of deposit received. Cancellations received during the 15 days immediately prior to the Event will receive no refund. Exceptions are cancellations that occur within 48 hours of space request and confirmation. Space reserved and cancelled within a 48-hour period will receive full refund of monies received.

BASIC EXHIBIT REQUIREMENTS:

Exhibitors are responsible for their own decor and necessary electrical and/or telephone/Internet services. Let us know what your facilities needs are. We must have this information by May 1st.

EXHIBIT SPACE RENTAL INCLUDES:

- _Table, 2 chairs, wastebasket
- _One standard company sign
- _Exhibitor ID badges
- _Exhibitor admission tickets
- _Logo placement on website
- _Logo placement on event program

For more information contact: info@tigerlilyfoundation.org or call 888-580-6253.

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