



**OTAO 2020 ANNUAL CONFERENCE
EXHIBIT SPACE & SPONSOR AGREEMENT**

COMPANY: _____

EXHIBITOR CONTACT NAME: _____

EXHIBITOR CONTACT EMAIL: _____ PHONE: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

BUSINESS PHONE: _____ FAX: _____

COMPANY PRODUCT/SERVICE: _____

WEBSITE: _____

EXHIBITOR LEVELS:

- PLATINUM \$ 250
- GOLD \$ 200
- SILVER \$ 150
- BRONZE \$ 100
- DONATION \$ ____

Total \$ _____

AUCTION DONATION

Please indicate what prize you will be donating. If you are within the Portland Metro Area, a committee member will be able to pick up the prize. If outside of the area, you can mail us the product or you can direction send it to the recipient after the auction.

ITEM(S) DONATED: _____

FAIR MARKET VALUE: _____

(Payment accepted in US funds only) **TOTAL AMOUNT DUE \$** _____

PAYMENT OPTIONS:

Check, Payable to OTAO Visa/MasterCard American Express Discover

CARD # _____ EXP. DATE _____ AMOUNT \$ _____

NAME ON CARD _____ Signature _____

CARD BILLING ADDRESS _____

CITY _____ STATE _____ ZIP _____

Email Address for Receipt _____

Please complete online payment at otao.com or mail to OTAO, PO Box 86231, 5010 SE Foster Road, Portland, OR 97286

Exhibitor Hold Harmless Provision: By submitting this agreement/application for exhibit space, you indicate that you have read and agree to the Exhibitor Hold Harmless Provision as stated on the Exhibit & Sponsor Information sheet. Cancellation Policy: Exhibit and sponsor cancellations received prior to September 15, 2020 will receive a full refund minus a \$75 administration fee. Exhibit cancellations received after September 15, 2020 or no-shows will not receive a refund. Event Cancellation or Change: In the event of inadequate registration, weather problems or other events beyond OTAO's control, a conference may be moved or cancelled. Should this occur, an attempt will be made to contact all registrants/exhibitors and fees will be refunded.

Occupational Therapy Association of Oregon

PO Box 86231, 5010 SE Foster Road, Portland, OR 97286
Email: otaoconferencecommittee@gmail.com

Phone: 971.266.4328
Web: www.otao.com



2020 OTAO Annual Conference Exhibitor Agreement

By submitting the Exhibitor Agreement form to the OTAO, I am indicating that I understand and agree to the provisions and terms and conditions as listed on this contract and am authorized to execute this Exhibitor Contract on behalf of my company.

Complete form/payment online at www.otao.com or send form/payment to:

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Email: otaoconferencecommittee@gmail.com

Phone: 971.266.4328