

EXHIBITOR REGISTRATION

**3rd Annual Binghamton University Conference on Foreign Language Teaching
Saturday and Sunday, October 3-4, 2015**

This sheet is for your records only.
Please complete our online registration form at:

<http://goo.gl/forms/XRpp7KRVS8>

Payment will need to be submitted by mail (see page 2).

1) Exhibitor Package Options:

All exhibitor packages must be attended by at least one company representative.

- PACKAGE A – One-table display (\$250; \$225 early bird)
- PACKAGE B – Two-table display (\$275; \$250 early bird)
- PACKAGE C – One-table display with presentation time slot OR hands-on demo time slot (\$350; \$325 early bird)
- PACKAGE D – Two-table display with presentation time slot OR hands-on demo time slot (\$375; \$350 early bird)
- PACKAGE E – One-table display with presentation time slot AND hands-on demo time slot (\$400; \$375 early bird)
- PACKAGE F – Two-table display with presentation time slot AND hands-on demo time slot (\$425; \$400 early bird)

ALL PACKAGES include:

- 1) Name badge
- 2) Copy of all conference materials and handouts
- 3) Listing on the conference web site as an exhibitor and in conference program
- 4) Exhibitor space over the course of the 2-day event
- 5) Continental breakfast (assorted pastries, coffee, tea & juice) on both conference days
- 6) Coffee and tea throughout the conference
- 7) One lunch buffet on Saturday, October 3, 2015
- 8) One box lunch on Sunday, October 4, 2015

Lunch Buffet includes:

- 1) Two hot entrees*
- 2) Vegetable
- 3) Tossed salad
- 4) Rolls and butter
- 5) Bakery desserts
- 6) Beverages

*Vegetarian option available

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Exhibitors are also welcome to attend conference presentations.

If more than one representative will be attending from your company, an additional \$25/rep must be added to your registration fee if he or she would also like the lunch buffet on Saturday and box lunch on Sunday. Please note that Packages C-F include lunch buffets and box lunches for two representatives.

2) “Proficiency Level” for sponsorship of conference materials:

- NOVICE* – Your choice of promotional item (pen, folder, sticky notes) to be included in each conference attendee bag (\$25)
- INTERMEDIATE** – Lanyard– your company name on the name tag lanyard to be given to each conference attendee (\$200)
- ADVANCED** – Conference program sponsorship – full page add on back cover of conference program (\$250)
- SUPERIOR**– Padfolio sponsorship – your company name on padfolio to be included in conference bag given to all attendees (\$350)
- DISTINGUISHED** – Conference bag sponsorship - your company name on the conference bag given to all attendees (\$600)

* If you would like to include more than one promotional item, add an additional \$25 for each item

**First come, first serve basis

3) Sponsorship in absentia:

This year we are offering the option to add informational materials to the bag for those companies who cannot send a representative. In addition to the all proficiency levels besides NOVICE, you also choose one the following options for sponsorship.

- OPTION A – Add a one page flyer to the conference bag (\$100)
- OPTION B – Add a brochure or booklet to the conference bag (\$150)

If you choose sponsorship in absentia, please complete the following steps and mail your materials along with your payment (see next page).

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4) Calculate your payment

Exhibitor registration fee includes items listed on page 1:

1)	EXHIBITOR PACKAGE*	_____	=	\$ _____
	<small>*If additional lunch buffet needed, add an additional \$25 to the price above</small>			
2)	PROFICIENCY LEVEL	_____	=	\$ _____
3)	SPONSORSHIP IN ABSENTIA	_____	=	\$ _____
				\$ _____ Total payment

5) Fill out online registration form:

- Go to <http://goo.gl/forms/XRpp7KRVS8> to fill out the registration form online
 - Friday, July 31, 2015– Early bird deadline
 - Monday, August 31, 2015 – Regular registration deadline

6) Send full payment by mail (by the early bird and regular registration deadlines):

- **MAKE CHECKS PAYABLE TO: SUNY Foundation Account 51006**
- **MAIL CHECK TO:**
 Melanie Yaworski
 % Chesla Ann Bohinski, Ph.D., Conference Chair
 Binghamton University
 Department of Romance Languages and Literatures
 P.O. Box 6000
 Binghamton, NY 13902-6000
- Your registration will be COMPLETE once we receive your payment.
- When we receive your registration fee, we will send you a letter of confirmation via email.
- Absolutely NO refunds/cancellations after September 4, 2015.