



2023 ANNUAL MEETING & EXPOSITION

Oct. 25-28, Washington, DC

nctm.org/annualexhibit

Exhibitor Workshop Contract

Please submit completed contracts and questions to NCTM@theygsgroup.com.
If submitting via mail, send to: The YGS Group, Attn: NCTM Events, 3650 West Market Street, York, PA 17404
Contract Deadline: October 11, 2023

WORKSHOP INFO

Available Exhibitor Workshop Rooms

143C
156
158AB
159AB
Exhibitor Workshop Theater 1
Exhibitor Workshop Theater 2
Exhibitor Workshop Theater 3

Time Slots

Exhibitor Workshops are one-hour long and start at the following times on Thursday, October 26th and Friday, October 27th:

- 8:00 AM
- 9:30 AM
- 11:00 AM
- 1:00 PM
- 2:30 PM
- 4:00 PM

CONTACT INFORMATION

| | | | | |
|--------------------------------|---------|----------------|-----------------|---------|
| Name | Company | Website | | |
| Street Address (No P.O. Boxes) | City | State/Province | Zip/Postal Code | Country |
| Phone and Ext. | E-mail | Twitter Handle | | |

WORKSHOP INFORMATION & RATES

Information on submitting your workshop title and description will be provided with your order confirmation. Please select workshop day(s) and indicate quantity.

- Thursday, Oct. 26, 2023 _____ x \$1,210 = \$ _____
- Friday, Oct. 27, 2023 _____ x \$1,210 = \$ _____

CONTRACT TOTAL

TOTAL: \$ _____

What NCTM Provides

- Workshop room and schedule
- Room signs
- Directional signs to workshop location
- LCD projector with screen
- Lapel microphone
- Listing of your company name, title of the workshop, and a brief description in the digital conference program (if contract and description are received by August, 18, 2023), mobile app, and NCTM Online Conference Planner.
- NCTM will send instructions for providing company details and workshop description.

What You Need to Provide

- Additional audiovisual arrangements and associated costs
- Promotion of the workshop (Please Note: NCTM cannot guarantee attendance at Exhibitor Workshops. Contact NCTM@theygsgroup.com for additional ways to market your presentation time.)
- Adherence to the workshop schedule and clearance of the room after your session
- Laptop

PAYMENT INFORMATION

An invoice for your confirmed contracted purchase amount will be provided in no more than 3 business days from the time of receipt of completed contract. Payment in full is due to be remitted immediately upon receipt of your invoice. Payments can be made via check, ACH or credit card.

A 3% surcharge will be applied on all credit card transactions, which is not greater than our cost of acceptance. No surcharge is applied to payments made via ACH. See section 4 of the exhibit terms, conditions and regulations on page 2 of this contract for additional details.

SIGNATURE AND AGREEMENT

By signing below, exhibitor agrees to abide by the responsibilities set forth in this agreement in addition to the terms and conditions outlined on pages 2 and 3 of the Exhibitor Contract. Any violation on the part of the exhibitor will nullify the exhibitor's right to occupy the meeting space. Exhibitor will not be released from liability and will forfeit to NCTM all monies that have been paid.

Authorized Signature Date

Print Name and Title

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