



## Exhibitor Information: National Council of Catholic Women Convention

**August 25-28, 2021 DEADLINE TO REGISTER: June 15, 2021 Exhibitor Fee (Tabletop space): \$200\***

Crystal Gateway Marriott, 1700 Richmond Highway (formerly Jefferson Davis Highway), Arlington, VA 22202

Fee includes a listing and short description in the Convention Program provided exhibitor is registered by deadline of June 15, 2020. Exhibitors will be located in Grand Ballroom Salons D, E F & G on the same level as the Arlington Ballroom. Exhibit hours (subject to change):

**Wednesday, August 25th** Exhibit set up 8:00am-2:00pm; Exhibits open 2:00pm – 8:00pm

**Thursday, August 26th** Exhibits open 8:00am-8:00pm

**Friday, August 27th** Exhibits open 8:00am-8:00pm

**Saturday, August 28th** Exhibits open 8:00am-1:00pm Exhibits cleared by 2:00pm

Exhibitors receive one draped table with two chairs and a waste basket; 1 electric power strip and electric connection per table; Complimentary high-speed wireless internet connection and usage per table; Complimentary exhibitor fees for shipping/receiving up to 3 boxes per exhibitor; storage, handling and delivery charges waived for the 3 boxes for exhibitors. Discounted self-parking rate of \$24 for 24 hours. Complimentary exhibitor fees for shipping/receiving up to (3) three boxes per exhibitor; storage, handling and delivery charges waived for the (3) three boxes per each exhibitor. Additional boxes and pallets to be charged at the standard prices as follows: Pallets- \$75.00 per day. Crates- \$100.00 per day. Exhibit cases- \$10.00 per case per day. 10 or more boxes- \$5.00 per day, per 10 boxes. Label must include: Hold for (GUEST NAME-GUEST CELL); Hotel address; 8/25 -28/2021; NCCW Convention; 1 of # (of boxes). *\*Fee does not include Convention Registration. If you wish to participate in any Convention sessions or activities, a Convention registration will be necessary. Entry to Convention venues will be monitored. There is a maximum of 2 tables per exhibitor.*

Name of Exhibit: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

Send the completed NCCW exhibitor form, a **ONE PARAGRAPH DESCRIPTION & CONTACT INFO** for our **2021 Convention Program**, primary contact name and payment no later than **June 15, 2021** to:

NCCW Convention 2021 Exhibitors

10335-A Democracy Ln, Unit 201 Fairfax, VA 22030

Questions? Call the NCCW office at 703-224-0990.

The Exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend and hold harmless the Crystal Gateway Marriott ("Hotel"), Hotel's owner and each of their respective owners, managers, subsidiaries, affiliates, employees, and agents (Collectively "Hotel Parties"), as well as the National Council of Catholic Women (NCCW) as well as its agents, servants, and employees, from any and all such losses, damages, claims, expenses (including reasonable attorney's fees) arising out of exhibitor's use of the Hotel's exhibition premises. The Exhibitor understands that neither NCCW nor the Hotel maintains insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance to protect itself.

By signing, I acknowledge I have read and understand this clause:

---