



2020 Craft Expo & Career/Business Partnership Registration Form

49th Annual Conference of the New York State
Association of Black and Puerto Rican Legislators, Inc.
“THERE IS POWER IN NUMBERS... GET COUNTED”
February 14-16, 2020

****BOOTH RENTALS WILL BE OFFERED FOR SATURDAY, FEBRUARY 15TH, 2020****

The Craft Expo & Business Partnership Fair will operate from 9:00am-5:00pm in the NORTH Concourse at the Empire State Plaza, Albany, NY. The “Association” reserves the right to assign booth space in order to avoid conflict of displays and conform to Fire Marshall & Plaza Management rules and regulations. Vendors must display TAX CERTIFICATE OF AUTHORITY and collect State and Local sales tax.

REGISTRATION INFORMATION

Product Type or Service Offered: _____

Name of Company/Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax Number: _____

Email: _____ **REQUIRED Information**

Contact Person: _____ Cell Number: _____

Vendor Signage can accommodate up to (2) lines of text. Each line can be up to 35 characters long including punctuation. Write the wording exactly as you would like for it to appear.

Line 1: _____ Line 2: _____

Type of Products/Services: _____

<p style="text-align: center;">REGISTRATION FORM DEADLINE IS JANUARY 1, 2020</p> <p style="text-align: center;">Booth Package</p> <p>8'x10' booth with 8' high back drapes & 3' high side drapes, 6'x skirted table with white vinyl top, 7' x 44' single line identification sign and two chairs</p> <p>Booth assignments will NOT BE RELEASED before February 7, 2020. Information will be released after the above mentioned date by phone, email, and if necessary, via standard mail.</p> <p style="text-align: center;">Note: Payment is non-refundable</p>	<p style="text-align: center;">FINAL PAYMENT IS DUE BY JANUARY 31, 2020</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Booth Type</th> <th style="text-align: right;">**Rental Rates</th> <th style="text-align: right;">Qty</th> </tr> </thead> <tbody> <tr> <td style="color: red;">Craft Fair Vendor</td> <td style="text-align: right;">\$375</td> <td style="text-align: right;">_____</td> </tr> <tr> <td style="color: blue;">For Profit Organization</td> <td style="text-align: right;">\$500</td> <td style="text-align: right;">_____</td> </tr> <tr> <td style="color: blue;">Not-for-Profit Organization</td> <td style="text-align: right;">\$400</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Additional Table</td> <td style="text-align: right;">\$25</td> <td style="text-align: right;">_____</td> </tr> <tr> <td colspan="2" style="text-align: right;">(Exhibitors MUST provide extension cords for distribution of electricity)</td> <td></td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">_____</td> </tr> </tbody> </table>	Booth Type	**Rental Rates	Qty	Craft Fair Vendor	\$375	_____	For Profit Organization	\$500	_____	Not-for-Profit Organization	\$400	_____	Additional Table	\$25	_____	(Exhibitors MUST provide extension cords for distribution of electricity)			Total	\$	_____
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<p>PAYMENT METHOD</p> <p style="text-align: center;">Invoice Requested <input type="checkbox"/> W-9 Requested <input type="checkbox"/></p> <p style="text-align: center;">Payment: NYSABPRL, Inc., P.O. Box 2079, ESP, Albany, New York 12220</p> <p>____ Cashier Check/US Postal Money Order (Payable to: NYSABPRL, Inc.) NO PERSONAL CHECKS</p> <p>____ VISA ____ MASTERCARD ____ AMEX ____ GOVERNMENT PURCHASE ORDER/VOUCHER</p> <p>Card Number _____ 3 Digits _____ Expiration Date _____</p> <p>Card Holder Name _____</p> <p>Signature _____ Date _____</p>	
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FOR MORE INFORMATION PLEASE CALL: (518)427-8363 or FAX: 427-8632
EMAIL: edickenson@nysabprlinc.org and put **2020 BOOTH** in the **subject line**.

NOT WRITE BELOW THIS BOX

Rec'd Date	Processed Date	Booth #
174 South Swan Street. • Albany, NY 12202		