

2020 Trade Show Exhibitor Rescheduling Confirmation Form

Your company secured a booth and is scheduled to attend the 2020 Trade Show. The original date of April 29 has been rescheduled and the new date is November 18, 2020. Please read, complete and return this form by June 19 to tradeshow@triangleaptassn.org

> The location and show hours will remain the same. NC State Fairgrounds Jim Graham Building | 4:00pm – 8:30pm

Please indicate how you would like to proceed:

_____ I would like to participate in the 2020 Trade Show. Please secure my company as an Exhibitor for November 18.

_____ I would like to cancel my company's registration and apply all trade show payments to our account. This will result in a credit to be used by December 31, 2020. If not used, it will be applied to our 2021 membership dues.

_____ I would like to cancel my booth registration and receive a refund. * Please note: Your request will be forwarded to our Accounting Department.

NEEDS ASSESSMENT FORM

If you have already submitted your Needs Assessment form and need to make any changes, please update the form and email it to tradeshow@triangleaptassn.org by November 9.

If you have not yet submitted your Needs Assessment form, please complete the form and email it to tradeshow@triangleaptassn.org by November 9.

Company:	
Contact:	
Cell Phone:	
Signature:	Date:

We appreciate your patience and understanding as we work to make this change as seamless as possible. Any questions, please contact Vicki Franciosi at tradeshow@triangleaptassn.org.