

## CHICAGO CHINESE CHRISTIAN CONFERENCE 2019

### EXHIBITION APPLICATION FORM

Name of Organization :		Date :	
Address : Street		City	State Zip
Name of Person-in-charge :		Phone : (O)	
Person-in-charge or representative at the conference			
Name :		Phone : (C)	
Email :		No. of Table(s) :	
Note :			

- The Conference Exhibits will be located in **The Westin Lombard Yorktown Center, 70 Yorktown Center, Lombard, IL 60148**. The location of your booth will be assigned by the conference coordinator according to the order the application is received.
- Exhibit dates: **December 28, 2019 (Friday Evening)** to **December 31, 2019 (Monday Noon)**.
- The Conference will offer exhibitor a **1/2 page ad** (4"Hx5.5"W or 1/4 of letter size, Landscape) for your organization in the conference handbook. Please e-mail your **JPG file** (Grayscale) to Lillian Yeh ([lilliany@cccmforhim.org](mailto:lilliany@cccmforhim.org)) before **December 1, 2019**. The handbook will go to print right after this deadline.
- Table fee: \$60 for the first exhibit table; \$20 for each additional. The standard table size is 6 feet long by 2.5 feet deep, covered with table cloth.
- Application deadline: **December 1, 2019**. Please fill out the form above and mail in with the check (**payable to CCCM**) to **Kezia Lai, 1910 Flagstone Lane, Aurora, IL 60169**.
- The exhibit representative of your organization must register as conference attendee. Online registration is available through [www.cccmforhim.org](http://www.cccmforhim.org), but he/she is encouraged to download the registration form; complete it, mail in with exhibit application form and the fees to the above address. The deadline of early birds is October 29, 2019.
- For overnight lodging, please reserve directly with the hotel online via [www.cccmforhim.org](http://www.cccmforhim.org) through the hotel link before 12/22.
- If you need to ship your exhibit packages to the hotel before the conference, please contact the hotel directly. Hotel phone number is **630-719-8000**.
- The hotel and the Conference will not be responsible for any damage or loss of any equipment, merchandise or any articles left in or delivered to the Hotel prior to, during or following your function.
- Any further questions, please contact Exhibit Coordinator, Kezia Lai-Leung, by e-mail: [wog3927@gmail.com](mailto:wog3927@gmail.com).