

Promotional Item Reservation

Deadline: August 31, 2009

Cost: \$850 per item

Each item will be stuffed in the Core Knowledge tote bag and distributed to participants at registration.

Item Description: _____

A sample of the item must accompany this form and be shipped to the following address by **August 31, 2009**:

Core Knowledge Foundation
Attn: Exhibit Coordinator
801 E. High St.
Charlottesville, VA 22902

Once approved, the entire quantity of 1,500 must be shipped to the following address by **October 2, 2009**:

Core Knowledge Foundation Warehouse
Attn: National Conference Promo
1739B Allied St.
Charlottesville, VA 22901

Stipulations

- The Core Knowledge Foundation will accept promotional items from four (4) exhibitors only. The first four requests to be submitted with payment will be honored.
- Sample item must be received at the above address by **August 31, 2009**.
- Approval of the item will be faxed or e-mailed to you within seven (7) days of receipt of the sample item.
- Payment must be made on or before the date the shipment leaves the exhibitor's address. The entire quantity of **1,500 items** must be received at the above address by **October 2, 2009**.
- Promotional items shipped to the Core Knowledge Foundation without written approval will be returned to the exhibitor at the exhibitor's expense. Unapproved items will be disposed of if return authorization is not received within two weeks of receipt of the item.

Company Name _____

Your Name & Title _____

Phone _____ E-mail _____

Payment Information

- Please use my payment information from the Exhibit Booth Reservation form (page 5).
 Please use the payment information found below.

Check number _____ *(Please make checks payable to the Core Knowledge Foundation.)*

Credit card account number _____ Exp. _____ CVV _____

Name on credit card _____

Billing address _____