



STAFF USE ONLY:

Date Received: _____

GCA Village Participation Form

STEP 1: Submit this form, on or before **Friday, April 21, 2017** to GCA Convention and Meetings Director, Julie Elfand. Submitting this form does not guarantee availability of a space in the GCA Village.

Email: julie@greetingcard.org

Fax: 202.216.9646

Your Name: _____

Company: _____

Phone: _____ Email: _____

Please list the names of those who will use the complimentary exhibitor badges (up to 2):

1. _____ 2. _____

STEP 2: Logo submission (*due with form*).

Please e-mail your logo in high resolution jpeg **and** eps format to maggie@greetingcard.org.

The GCA Village offers companies up to 3 feet of wall panel space in which to display your cards, and a space for placement of your company's logo/likeness, with little additional set-up required.

Additional instructions regarding booth logistics and shipping will be provided to you no later than **Friday, April 28th**. Please contact GCA Meetings Director Julie Elfand at julie@greetingcard.org or 202.216.9627 with any questions.

STEP 3: Submit payment for your booth space (*due with form*). Payment must be received before a space will be reserved.

I hereby authorize GCA to charge \$1300.00

Credit Card: ___ MC ___ VISA ___ Discover ___ AMEX

Card Number: _____

Name or Company Name on Card: _____ Expiration Date: _____

Signature: _____