

COMPLIMENTARY EXHIBIT FLOOR MEETING ROOM RESERVATION FORM

IHA use only:

ID# _____

SR# _____

Date _____

COMPANY INFORMATION

Company _____ Booth Number (exhibitors only) _____

Show Contact _____ Title _____

Address _____

City _____ State _____ Zip Code _____ Province _____

Country _____ E-mail _____

Telephone _____ Fax _____

Company Type: Exhibitor Retailer Other _____

MEETING INFORMATION

Requested Building: South North Lakeside

My company's meeting room selection is: First Choice: _____ Second Choice: _____

(See chart below for meeting room numbers and consult the Meeting Room Guide for exhibit floor locations.)

Date Choices: Saturday, March 10, 2012 Sunday, March 11, 2012 Monday, March 12, 2012 Tuesday, March 13, 2012

Start Time: _____ End Time: _____ (Two-hour maximum during Show hours)

MEETING ROOM NUMBERS & CAPACITIES

Wired + Well Expo
Lakeside Center - Level 3, Hall D

Room #s	Dimensions	Capacity
L1-L2	10' x 10'	6 people

Clean, Contain + Sustain
Global Crossroads Expos
North Building - Level 3, Hall B1

Room #s	Dimensions	Capacity
N1-N2	10' x 10'	6 people

Dine + Design Expo
South Building - Level 3, Hall A

Room #s	Dimensions	Capacity
S1-S2	10' x 10'	6 people

EXHIBIT FLOOR MEETING ROOM GUIDELINES

Please read IHA's exhibit floor meeting room policy in full.
Check each box in acknowledgement, sign below and return to IHA.

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| <ul style="list-style-type: none"> <input type="checkbox"/> The complimentary exhibit floor meeting rooms are available to 2012 International Home + Housewares Show exhibitors and approved registered retailers only. <input type="checkbox"/> Meeting rooms will be available only on Show days and will be limited to a maximum of two hours. <input type="checkbox"/> Meeting rooms will be set conference style only. | <ul style="list-style-type: none"> <input type="checkbox"/> Exhibit floor meeting rooms must be reserved through IHA and will be assigned on a first-come, first-served basis. Meeting rooms may also be reserved on-site based on availability. <input type="checkbox"/> Upon receipt of the Exhibit Floor Meeting Room Reservation Form, IHA will assign the meeting room. Confirmation of the exhibit floor meeting room assignment will be sent prior to the Show. <input type="checkbox"/> Food or beverage is not allowed in exhibit floor meeting rooms. | <ul style="list-style-type: none"> <input type="checkbox"/> Complimentary exhibit floor meeting rooms are semi-private. If you are interested in reserving a private meeting room at McCormick Place, please contact Erin Magee, at the contact information below. <p>Signature: _____</p> <p>Date: _____</p> |
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Please return to Erin Magee at:
Fax: +1-847-292-4211 or
Email: emagee@housewares.org
Questions? Tel: +1-847-692-0133

international home
+housewares show 2012

MARCH 10 - 13 • MCCORMICK PLACE, CHICAGO

Saturday, 12:30 pm - 5:30 pm, Sunday and Monday, 8:30 am - 5:30 pm, Tuesday, 8:30 am - 5:00 pm
Soft-close on Saturday, Sunday and Monday 5:30 pm - 6:30 pm



INTERNATIONAL HOUSEWARES ASSOCIATION®

the home authority

Tel: +1-847-292-4200

Fax: +1-847-292-4211

www.housewares.org