

**Brain Injury Association of South Carolina and South Carolina Brain Injury Leadership Council**

South Carolina Statewide Brain Injury Conference

Friday, July 28, 2023

Cooperative Conference Center, 169 Laurelhurst Avenue, Columbia, SC 29210

**EXHIBIT SPACE RESERVATION**

Company/Agency Name (as you would like it listed in the program):

\_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: ( \_\_\_\_ ) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

We are: \_\_\_\_ a business/organization \_\_\_\_ state agency \_\_\_\_ non-profit

Person facilitating exhibit booth on site:

\_\_\_\_\_ Mobile Phone # \_\_\_\_\_

How would you like the name tag to read? \_\_\_\_\_

The cost per exhibit space includes **one** registration with lunch and one **8' table**. If additional space is needed to display your equipment, please contact [burgessenterprises@windstream.net](mailto:burgessenterprises@windstream.net) (additional fees may apply). Additional persons with the exhibit booth pay the professional fee of \$115 that includes lunch.

\_\_\_\_\_ **\$175 Non-profits** \_\_\_\_\_ **\$275 Organizations/State Agencies/Businesses**

Electrical outlet required: \_\_\_\_\_ no \_\_\_\_\_ yes (If you request an electrical outlet, there will be a \$25 charge.)

Please indicate any needed special considerations: \_\_\_\_\_

**Additional persons with booth @ \$115 (includes lunch):**

1. \_\_\_\_\_

2. \_\_\_\_\_

**Total enclosed:** \_\_\_\_\_ (Exhibit space, electrical outlet, additional registrants)

\_\_\_\_\_ Payment enclosed \_\_\_\_\_ Purchase order (Please submit copy of approved purchase order or PO#)

**"No Shows" are responsible for fee and will be charged.**

In order to reserve an exhibit space and to be listed on the BIASC website and in the conference program, please return this form and payment to [adminassist@biaofsc.com](mailto:adminassist@biaofsc.com) by **June 23, 2023**.

Requests for refunds must be in writing postmarked by **Monday, July 3, 2023**. Refunds are less a \$25 administration fee.

**Please make checks payable and mail to:**

**Brain Injury Association of South Carolina, 140-A Amicks Ferry Road, Suite 331, Chapin, SC 29036**