



# Summer NAPE<sup>®</sup> Booth Registration August 23 & 24, 2012

Registration Received \_\_\_\_\_

## Attention Summer NAPE 2012 Exhibitors

- If payment is received by August 31, 2011, you will receive priority housing for Summer NAPE 2012.
- If payment is received by September 30, 2011, you will receive priority booth assignment for Summer NAPE 2012 and we will attempt to assign you the same or better location; however, NAPE can make no guarantees.
- If payment is received after September 30, 2011, you will be assigned the best available location in the order payments were received (after priority assignments are made).
- You may indicate your booth location preferences on the reverse side. NAPE cannot contact registrants when assigning booths.
- To read more about our booth assignment procedures, see the reverse side of this form or go to [www.napeexpo.com](http://www.napeexpo.com)

Company Name \_\_\_\_\_

<b>Administrative Contact</b> All communication from NAPE Expo will be sent to this contact. Most of our communication with exhibitors is sent via email only so please provide an email address that is frequently checked.  Name: _____ Title: _____ Address: _____ City/State/Zip: _____ Telephone: _____ Fax: _____ Email: _____	<b>Show Guide Contact</b> This information is printed in the Show Guide Exhibitor Listing.  Name: _____ Title: _____ Address: _____ City/State/Zip: _____ Telephone: _____ Fax: _____ Email: _____ Website: _____
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## Booth and Payment Information (Booth type defined on reverse)

Number of **prospect booths**: \_\_\_\_\_ @ \$325 each (through September 30, 2011); \$475 (October 1, 2011 - through June 30, 2012) or \$650 (July 1 through on-site) = Total \$ \_\_\_\_\_.\*

Number of **capital market booths**: \_\_\_\_\_ @ \$325 each (through September 30, 2011); \$475 (October 1, 2011 - through June 30, 2012) or \$650 (July 1 through on-site) = Total \$ \_\_\_\_\_.\*

Number of **vendor / service providers booths**: \_\_\_\_\_ @ \$5,250 each (through September 30, 2011); \$5,375 (October 1, 2011 - through June 30, 2012) or \$5,500 (July 1 through on-site) = Total \$ \_\_\_\_\_.\*

Check payable to NAPE Expo LP       Charge to: \_\_\_\_\_ MC      \_\_\_\_\_ Visa      \_\_\_\_\_ AMEX

Card #: \_\_\_\_\_ Exp.: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Your signature confirms your agreement to the SEC Disclaimer Statement and the Exhibitor Contract, copies of which are available at [www.napeexpo.com](http://www.napeexpo.com) or by contacting NAPE Headquarters, and will be provided by NAPE Expo LP upon confirmation of your registration.*

- **Return this form with payment to the NAPE Information Booth**
- **Or mail to NAPE, 4100 Fossil Creek Blvd., Fort Worth, TX 76137**
- **Or fax to (817) 847-7704**

## Exhibitor Registration Process

### ***For exhibitors who register by the priority housing deadline of August 31, 2011:***

- Confirmation of booth registration and a receipt of payment will be sent by September 30, 2011.
- Notification of priority housing options will be sent by September 30, 2011.

### ***For exhibitors who register by the priority booth registration deadline of September 30, 2011:***

- Confirmation of booth registration and a receipt of payment will be sent by November 30, 2011.
- Notification of booth assignment will be made by April 30, 2012. We will attempt to assign you the same booth or a booth of equal or better desirability, but make no guarantees. If you do not wish to be returned to your same booth location, please indicate below what you did not like about your booth location and we will attempt to accommodate you, but make no guarantees. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- An exhibitor packet will be sent to you by May 31, 2012, including information on ordering furniture and services for your booth.

### ***For exhibitors who register after the priority deadline of September 30, 2011:***

- Confirmation of booth registration and a receipt of payment will be sent upon processing of the registration (usually within two weeks).
- Booths will be assigned on a best available basis in the order that registrations are received, taking into consideration any booth preferences listed on the form.
- An exhibitor packet will be sent to you – including information on ordering furniture and services for your booth.

### ***Please note:***

- NAPE cannot contact registrants when assigning booths.
- The floor plan for the Summer NAPE exhibit hall may undergo modifications and will be posted at [www.napeexpo.com](http://www.napeexpo.com) as soon as it is available. These changes, if any, may impact booth locations.
- NAPE Expo LP may refuse to sell booth space or grant admission to any entity or person at its sole discretion.
- We will make some booth assignments due to operational, historical or business reasons. NAPE and its organizers assume no liability for those unhappy with their booth assignment and your application or registration for a booth at NAPE releases NAPE and its organizers from any such liability.

## Booth Policies and Procedures

- Each 10' x 10' booth will be set with an 8' high back drape, 36" high side dividers, a wastebasket and a 7" x 44" one-line identification sign. Inquiries regarding furniture must be directed to Freeman Exhibitor Services at (713) 433-2400. A basic package consisting of one 6' foot table and two chairs is available from Freeman starting at \$95. If an Exhibitor Services Company other than Freeman will need access to the Exhibit Hall to set up your booth, you must provide NAPE with proof of insurance prior to August 10, 2012.
- Upon written notice of cancellation prior to June 30, 2012, a refund of 50% of the booth purchase price will be returned to the exhibitor. After June 30, 2012, no refunds will be issued.
- **Prospect & Producing Property Booths** are for companies showing only prospects or producing properties in the United States or internationally. No services or products may be shown from these booths. \*
- **Capital Market Booths** are for capital providers/lenders/financiers. No other services or products may be marketed from these booths. \*
- **Vendor / Service Provider Booths** are for providers of services or products of any kind to the oil and gas industry, including land or geological consultants.

### ***Please note:***

- All marketing must be done from the booth proper. Suitcasing (the act of soliciting business in the aisles during the exhibition or in other public spaces, including another company's booth or a lobby) is strictly prohibited.

*\* Selling or marketing of other than prospects, properties or financing from prospect / property or capital market booths shall incur an additional charge of \$5,000 and your registration constitutes your agreement to pay such charge if assessed.*