

**Advertising and Exhibiting Contract**

**Montreal, Quebec, Canada \* October 10-14, 2018**

**Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State: \_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Opportunities** | **Item** | **Rate** | **Number****requested** | **Total** |
| Annual Meeting Program Book |  |  |  |  |
| 7” x 10” ad size | Full page ad | $200 |  |  |
|  7” x 5” ad size | Half page ad | $150 |  |  |
|   |  |  |  |  |
| Annual Meeting Exhibit Table |  |  |  |  |
|  | Double table | $350 |  |  |
|  | Full table | $250 |  |  |
|  | Half table | $150 |  |  |

**Advertising Information:**

* Contract and artwork deadline is August 31, 2018.
* Please email a high resolution PDF of your ad, sized correctly, to oha@oralhistory.org.

**Exhibiting Information:**

* Exhibit tables include complimentary meeting registration for exhibitors.
* For each table reserved, OHA will furnish one table, table skirting, and two chairs.
* Electric outlets and wireless internet access will be available in the Exhibit Hall if needed.
* Exhibitors are responsible for setting up and taking down materials within the time frame specified. Due to the nature of this year’s conference, materials will need to be set up and taken down each day. A storage area will be provided for overnight.
* Exhibitors who are unable to attend the meeting may send materials for display only. OHA will provide shipping instructions in the fall. Please check here ( ) to select this option.

Participants of the annual meeting of the Oral History Association agree to abide by the OHA Statement on Diversity and Inclusivity. Participants also agree that the annual meeting is a harassment free event for all participants, regardless of gender identity, gender expression, sexual orientation, race, religion, national origin, physical appearance, disability, or other group identity. If you are being harassed or witness harassment, please contact an Oral History Association staff person or council member immediately.

Please sign to indicate that you have read and agree to the terms and conditions above. Payment is due with your contract. OHA reserves the right to determine whether ads and exhibits are consonant with the character of the meeting. Thank you for your support.

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



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**Payment Options:**

\_\_\_\_ Check Please make payable to Oral History Association

\_\_\_\_ Credit card (OHA accepts Visa, MasterCard, and Discover)

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Card number

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Billing address

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_ Expiration \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Security code

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print name

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature

You may scan and email the form to oha@oralhistory.org or mail to the address below:

Oral History Association

Middle Tennessee State University

Box 193

Murfreesboro, TN 37204

We appreciate your participation in the Oral History Association Annual Meeting!