



# 31<sup>st</sup> Annual Government Procurement Conference

Thursday, June 16, 2022 • Walter E. Washington • Convention Center • Washington, DC



## Attendee Registration Form

The 31st Annual Government Procurement Conference (GPC) is free for Federal Government Employees or Military (with Government ID) and costs \$250.00 for Industry/Contractor (with completed form) and \$300 on-site (w/out form) **per person**.

### What is included in the attendee registration fee?

- Access to seminars
- Access to exhibit hall – mix of small businesses, prime contractors, and government booths
- Conference materials – conference program with contact information and tote bag (**while supplies last**)
- **Matchmaking is currently full.** You can visit the matchmaking area to see if any last minute spots become available
- **Please note:** In an effort to give our participants more choices, **lunch is not included** in the registration fee. The Walter E. Washington Convention Center has the following food outlets available in the food court: Annie Anne's Pretzels, Wings Over DC, Bone Doctors Barbecue Grill and Freschetta Pizzeria. In addition, there are countless eateries in the area within walking distance.

**Refund/Cancellation Policy:** No refunds will be issued.

## REGISTRATION INFORMATION

**ATTENDEE SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
*I agree to the Terms and Conditions on the Back*

Classification:  Government/Military  Industry

Salutation \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Agency/Organization \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

Is this your first time participating in the Government Procurement Conference  Yes  No

### Opt-out

- Please check here if you do NOT want FBC to notify you about other conferences in your area.
- Please check here if you do NOT want any vendors to notify you about technology products or services that may be of interest to you.

## FOR INDUSTRY PARTICIPANTS

### Type of Business (Check all the apply)

- Women Owned  Minority Owned  Veteran Owned  Service Disabled Veteran Owned
- US Citizen Owned  8(a) Participant  HUB Zone Certified  Small Disadvantaged Business
- Small Business  Large Business

### Payment Information

**Scan Credit Card On-Site**  **Process Credit Card Information Below**

Credit Card: Amex | MC | Visa Exp Date: \_\_\_ / \_\_\_ Credit Card #: \_\_\_\_\_ CSC: \_\_\_\_\_

Name on card: \_\_\_\_\_ Authorized Signature: \_\_\_\_\_ - \_\_\_\_\_

CC Billing Address: \_\_\_\_\_  
Street City State Zip

## Attendee Terms & Conditions

1. The Attendee, when making application to participate, accepts and agrees to comply with the conditions of this contract governing the conduct of and participation in this exhibit. Attendee further agrees that this contract is binding on all parties and can be amended only in writing by both parties hereto.
2. Neither FBC nor the Federal Government assumes responsibility or liability for any theft, damage or loss by any cause of property to the Attendee, his/her agents, or employees, nor for any injury that may occur to Attendee, his her agents or employees.
3. Attendee agrees to hold FBC harmless, and to reimburse the same for any judgements, settlements, costs or other expenses (including legal fees) to which it may be subject, for any injury, damage, loss, or harm resulting or occurring to anyone (including, but not limited to, visitors) which may result directly or indirectly from or in connection with the activities and conduct of the Attendee and the Attendee's employees or representatives.
4. FBC will not be liable for fulfillment of this contract due to any of the following causes: by reason of the building being destroyed by fire, acts of God, strikes, the authority of the law, or for any other causes beyond the FBC control.
5. Pre-show advertising and promotions are at the discretion of FBC.
6. Demonstrations and Interviews. All activities within the exhibit space must be conducted in such a way as not to infringe on the rights of other Attendees, Exhibitors, or other participants.
7. The Attendee agrees to comply with local fire and safety regulations.
8. No Refunds will be issued.
9. There will be a 25% re-processing fee for any request to change to a different payment type or credit card. Requests must be made in writing to Federal Business Council.
10. Inclement Weather: FBC will hold conference activities as scheduled during times of inclement weather, unless notified otherwise. FBC will not honor requests for refunds, credits, etc. for attendees who do not to participate.
11. FBC reserves the right to dismiss from the event at anytime any attendee whose activities, behavior, or conduct is found, in FBC's opinion, to be objectionable to or infringe upon the rights of other attendees, exhibitors, sponsors, hosts, or other participants. FBC reserves the right to dismiss from the event at anytime any attendee whose activities, behavior, or conduct is found, in FBC's opinion, to be inconsistent with the purpose of, or successful operation of the event. No liabilities or damages whatsoever against the FBC or any of its representatives, agents, or members shall be incurred because of such dismissals.
12. All attendee fees are due in advance. Reservations are taken on a first-come, first-serve basis according to receipt of payment.
13. Attendee will be liable for any expenses, including reasonable attorney's fees and credit card fees associated with charge backs.
14. FBC reserves the right to cancel or change the date of a show at anytime.
15. Prices listed are subject to change without notification. Any prices from prior publications of this contract are invalid.

**8850 Stanford Blvd • Suite 1900 • Columbia • MD • 21045**  
**Phone 301-206-2940 • Fax 301.206.2950**

