



29th Annual Government Procurement Conference

Thursday, April 18, 2019
Walter E. Washington Convention Center, Washington, DC
9:00 a.m. – 4:00 p.m.



On-Site Industry Attendee Registration Form

The cost to attend the 29th Annual Government Procurement Conference on April 18, 2019 is **\$250 per person**.

What is included in the attendee registration fee?

- Access to seminars
- Access to exhibit hall – mix of small businesses, prime contractors, and approximately 100 government booths
- Coffee Break *(while supplies last)*
- Conference materials – conference program with contact information and tote bag *(while supplies last)*
- **Please note:** In an effort to give our participants more choices, **lunch is not included** in the registration fee. Lunch will be available for purchase in the back of the Exhibit Hall.

Refund/Cancellation Policy: No refunds will be issued.

Registration Information

Please check here if your organization is also exhibiting at this event (you will receive an exhibitor badge)

Salutation _____ First Name _____ Last Name _____

Title _____

Name of Business _____

Address _____

City _____ State _____ Zip _____

Phone _____ Cell _____ Email _____

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

Are you registered in the System for Award Management (SAM)? Yes No

Type of Business (Check all the apply)

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> Women Owned | <input type="checkbox"/> Minority Owned | <input type="checkbox"/> Veteran Owned | <input type="checkbox"/> Service Disabled Veteran Owned |
| <input type="checkbox"/> US Citizen Owned | <input type="checkbox"/> 8(a) Participant | <input type="checkbox"/> HUB Zone Certified | <input type="checkbox"/> Small Disadvantaged Business |
| <input type="checkbox"/> Small Business | <input type="checkbox"/> Large Business | | |

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.

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 SIGNATURE: _____ Date: _____

I agree to the Terms and Conditions on the Back

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.

9800 Patuxent Woods Drive • Suite H • Columbia • MD • 21046
Phone 301-206-2940 • Fax 301.206.2950

