

**Exhibit Booth Registration includes:**

- meals and access to sessions
- one 6-ft skirted table, wastebasket
- two chairs, one 500-watt power drop
- Internet and another other electrical/AV needs are available through the hotel directly.

**Payment Schedule: 100% of all booth fees must be paid upon receipt of the Payment Voucher.**

**Cancellation & Refund Policy: No refunds, credits or transfers will be provided.**

<b>Company Name:</b> (as you wish it to appear in onsite materials)		<b>Company Website:</b>	
<b>Product Description</b> (25 word limit):			
<b>Sales/Marketing Contact Information</b>		<b>Booth Request</b>	<b>AHIMA USE ONLY</b>
<b>Name</b>		<b>1<sup>st</sup> Choice:</b>	<b>DATE RECEIVED:</b>
<b>Title</b>			
<b>Address (No P.O. Boxes):</b>		<b>2<sup>nd</sup> Choice:</b>	<b>ORDER ID:</b>
<b>City, State, ZIP:</b>			
<b>Country:</b>		<b>3<sup>rd</sup> Choice:</b>	<b>BOOTH #:</b>
<b>International Post Code:</b>			
<b>Email Address:</b>			
<b>Telephone:</b>			
<b>Please select a fee type that reflects the number of staff you wish to register:</b>			
<b>Exhibit Table and 1 Registration</b> <input type="checkbox"/> <b>\$1,450.00</b>		<b>Exhibit Table and 2 Registrations</b> <input type="checkbox"/> <b>\$1,750.00</b>	
		<b>Exhibit Table and 3 Registrations</b> <input type="checkbox"/> <b>\$2,050.00</b>	
	<b>Attendee 1</b>	<b>Attendee 2</b>	<b>Attendee 3</b>
<b>AHIMA ID:</b>			
<b>Registrant Full Name:</b>			
<b>Street Address:</b>			
<b>City, State, ZIP:</b>			
<b>Email Address:</b>			
<b>Exhibitor Responsibility Clause:</b>			
<p>To the fullest extent permitted by law, the person/legal entity described as "Exhibitor" in this clause and in this exhibitor contract (regardless whether such person/legal entity is also described as "Exhibitor" in this contract) hereby assumes full responsibility and agrees to indemnify, defend and hold harmless The Hilton Baltimore, dba Baltimore Hotel Corporation, ("Hotel"), Hotel's owner Hilton Worldwide, Inc., and each of their respective owners, managers, subsidiaries, affiliates, employees and agents (collectively, "Hotel Parties"), as well as AHIMA ("Group"), from and against any and all claims or expenses arising out of Exhibitor's use of the Hotel's exhibition premises. Exhibitor agrees to obtain and maintain during the use of the exhibition premises, Comprehensive General Liability Insurance, including contractual liability covering the Exhibitor's indemnity obligations in this clause. Such insurance shall be in the amount of not less than \$1,000,000 combined single limit for personal injury and property damage. The Hotel Parties and Group shall be named as additional insureds on such policy, and Exhibitor shall supply the Hotel with a Certificate of Insurance at least 30 days prior to the use of the exhibition premises. The Exhibitor understands that neither the Group nor the Hotel Parties maintain insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance.</p>			
<p>Acceptance of this application binds me/us to the payments as stated above. I/We understand that AHIMA reserves the right to reject any and all applications at any time for any reason or no reason at all; to reclaim any space; to re-allot the space; and to offer requested space when available.</p>			
<b>Print Name/ Adobe Digital or Wet Signature:</b>			
<p>Submit this application by email or fax to Kelli Wondra, <a href="mailto:kelli.wondra@ahima.org">kelli.wondra@ahima.org</a>   Fax: 312-233-1401                  Your order will be created and a payment voucher with your confirmation will be returned to you.</p>			