



JULY 19-22, 2017

LAS VEGAS CONVENTION CENTER

LAS VEGAS, NEVADA

www.awfsfair.org

2017 AWFS® Fair

PRE-Space Draw Booth Contract

& Space Draw FAQ's

INSTRUCTIONS

Please complete the Exhibit Space Rental Agreement (ESRA) and return by email, mail or fax. ESRA and deposit must be received no later than January 31, 2016 to participate in the AWFS®Fair 2017 Space Draw.

What is space draw?

Space Draw determines the initial assignment of booth space and is conducted in seniority point order.

When will the 2017 AWFS® Fair Space Draw take place?

Space draw will begin in February of 2016 and will take between 6-8 weeks to conclude, depending on the number of companies eligible to select their booth.

What is the space draw process?

- Only companies, who have submitted their contracts and paid the 15% deposit before January 31, 2016 will be able to participate in the Space Draw Process.
- AWFS® Members will select space first, in order of seniority points, highest to lowest. Members must be in good standing, and have paid their 2016 members due by the December 31, 2015 deadline.
- Then, Non-Members will select space in order of seniority points, highest to lowest.
- For Exhibitors with the same number of seniority points, the deciding factor on who goes first, will be the date the contract/deposit was received. The earlier contract will pick first.

How are Seniority Points determined?

Seniority points are calculated:

- Booth Size (1 point for every 100 feet of exhibit space at the 2015 AWFS®Fair)
- 1 point for each consecutive year exhibiting at the AWFS®Fair
 - Example:
 - 2015 Booth space was 400 sq. ft. is 4 points
 - 5 consecutive years is 5 points
 - 4 (Booth size) + 5 (years) = 9 Seniority Points

How will I be contacted?

The Trade Show Contact on the ESRA will be contacted approximately 2 weeks prior to their allotted space draw time. The contact will receive an Outlook Email Appointment request for a phone conference call. This email request will have all the instructions to complete the space draw appointment. Please accept the day and time or request/suggest a new day and time.

SUBMIT APPLICATION

Email: AWFSsales@awfs.org

Fax: (323) 838-9443

QUESTIONS

Contact AWFS® Sales Director, Amy Bartz directly at (323) 215-0302 or amy@awfs.org

AWFS®Fair: Association of Woodworking & Furnishing Suppliers

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AWFS® MEMBERSHIP REQUIREMENTS

In order to qualify for the member discount and member benefits. All members must pay both their 2016 & 2017 on time to their respective due dates.

All NEW members must submit a member application and member payment with their booth contract. NO exceptions.

For AWFS® Membership information or questions, please contact the Membership Manager, Jennifer Evans at (323) 215-0317 or jennifer@awfs.org

AWFS®Fair & AWFS® Association of Woodworking & Furnishing Suppliers

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