

**CALIFORNIA-NEVADA ANNUAL CONFERENCE
OF THE UNITED METHODIST CHURCH
ACS 2010 Agency Display Application**

For the 2010 Annual Conference Session, June 16-19, displays will be located on one side of the plenary setting in the Conference Hall. Plenary/Conference starts Wednesday, June 16. Set up for displays can begin on Tuesday afternoon, June 15. Take down will be after the end of Conference.

One side of the Hall will be used for displays. Display space will be limited to 40 spaces. One space = one table in size. Tables are 8 feet in length. All displays will be located in the Conference Hall with the exception of Cokesbury, Used Books, and Handcraft Sales, which will be located upstairs.

To be considered as a display agency, you must fill out the following application. **The deadline for display agency applications is May 15, 2010.** Space is limited – early application is encouraged. Display space will be awarded to authorized agencies as requested, as long as space is available.

**No agency will be considered without completion of this application form –
regardless of previous involvement.**

Name of organization wishing to display: _____

Address: _____

Telephone: _____ Email: _____

Your name: _____

Your contact information if different from above: _____

Your cell phone (during ACS): _____

Display Needs:

ACS will provide tables for \$15 each (paid in advance)

(Please check all that are appropriate to your needs):

1. Number of tables you need: _____
2. Will you provide your own table(s)? YES _____ NO _____
3. If no, do you want ACS to provide the table(s)
for you at a charge of \$15/table? YES _____ NO _____
4. If yes, number of tables x \$15 = _____ X 15 = \$ _____
5. Do you need an electrical outlet at \$10/outlet?
(limited availability; first come/first served) YES _____ NO _____
6. If yes, how many outlets do you need? _____ X 10 = \$ _____

7. TOTAL COST DUE WITH APPLICATION

\$ _____

Do you plan to give away items? (**No food, candy or beverages allowed in display area.**)

Yes _____ No _____ If yes, please describe: _____

NOTE:

- There are no back walls for display items.
- Freestanding posters, banners, and/or advertisements are allowed.
- Internet access is not available.
- Telephone access is not available.
- **There can be no "for sale" items – food, drink, or materials.**
- **There can be no conversation/activity in the display area during the plenary sessions and during worship. Activity will be allowed before sessions start, during breaks, and during lunch and dinner.**

Complete and sign this application. Mail the application and a check (if using ACS tables) to:

Blanche Farnam
"ACS Display-2010"
P.O. Box 1174
Portola, CA 96122

Fee must accompany application. Checks should be written to: CA-NV UMC. Please designate "ACS 2010 – Display" in memo line.

Display space is available only to agencies, committees, commissions, boards, etc. of the United Methodist Church; to individual United Methodist churches; and to programs endorsed by agencies, committees, commissions, boards, etc, of the United Methodist churches. No "outside" agency may display unless it is endorsed. It is up to that agency to obtain said endorsement.

The California-Nevada Annual Conference reserves the right of refusal.

No employee of the California-Nevada Annual Conference should be asked to care for display materials during set-up, display time, or take-down.

By your signature (below) you agree that you have read the application form and that you will abide by the terms and requirements as described.

Signature

Date

For more information, please contact Blanche Farnam at (530) 863-0589.