



PITTCON[®]

CONFERENCE & EXPO

Pittcon 2022 – Atlanta, GA, USA – March 5-9, 2022

REFUND POLICY AND PAYMENT NOTES

TO COMPLY: The exhibit must comply with (a) the 2022 Booth Space Agreement Terms and Conditions, and (b) the 2022 Display Rules & Regulations, both of which are conclusively deemed to have been received, reviewed, and agreed to on behalf of the Exhibitor by the undersigned's execution of this Agreement.

REFUND POLICY:

The refund policy of The Pittsburgh Conference is as follows for booth space and seminar room cancellation/reduction:

75% Refund – Must be received in writing by September 10, 2021

50% Refund – Must be received in writing by October 29, 2021

25% Refund – Must be received in writing by January 7, 2022

No refunds will be made after January 7, 2022.

Digital Promotions and Marketing Opportunities offered through a2z are NOT refundable.

OPTIONAL HANGING BANNERS: Cost of rigging is the responsibility of the exhibitor.

FULL PAYMENT OR \$15,000 (IF YOUR ORDER IS OVER \$15,000) IS DUE WITH THIS SPACE AGREEMENT.

NO SPACE WILL BE ALLOCATED UNTIL THIS PAYMENT IS RECEIVED BY THE PITTSBURGH CONFERENCE.

REMAINING BALANCE IS DUE BY FRIDAY, SEPTEMBER 3, 2021.

PAYMENT INFORMATION - EXHIBITORS ONLY:

Payment for booth space may be paid in one of the following ways:

1. Via check, which is drawn on a U.S. bank in U.S. funds, made payable to The Pittsburgh Conference
2. Via credit card - (Visa, MasterCard, American Express). Payment can be made directly on the Exhibitor Console.
3. Wire Transfer – please contact expo@pittcon.org for bank details.

To ensure proper credit to your account the wire transfer must include the exhibiting company name.

PLEASE NOTE: No space will be allocated until full payment is made.

MAKE CHECKS PAYABLE TO:

THE PITTSBURGH CONFERENCE (E.I.N. #25-1141360)
300 Penn Center Blvd, STE 332
Pittsburgh, PA 15235
USA