

SBL SOCIETY OF BIBLICAL LITERATURE

Advertising and Exhibiting Contract
2023 International Meeting
Pretoria, South Africa • July 3 – 7

Company _____ Contact Person _____
Mailing Address _____
City _____ State/Province _____
Postal Code _____ Country _____
Telephone _____ Email _____

ADVERTISING AND EXHIBITING OPPORTUNITIES*	ITEM	RATE		NUMBER REQUESTED		TOTAL
ATTENDEE FLYER (artwork due by 6/1/2023)	Full Page	\$200	x		=	\$
EXHIBIT TABLE (contract due by 5/31/2023)	Each Table	\$300	x		=	\$
TOTAL						\$

METHOD OF PAYMENT:

Mail Check To:

Advertising and Exhibits
SBL International Meeting
825 Houston Mill Road
Atlanta, GA 30329 USA

Fax Form To: 470-745-0504

Credit Card Payments Only!

Note: If you fax the registration form, do not mail the original. Please allow 10 business days for processing.

Questions Only:

1-877-336-6798 (U.S.)
1-404-727-2338 (Outside U.S.)
InternationalMeeting@sbl-site.org

Payment:

Charge a total of \$ _____

Visa MasterCard American Express

Card # _____

Card Expiration Date (mm/yy) _____

Cardholder Signature _____

I agree to pay above amount according to card issuer's agreement

My check is enclosed in the amount of \$ _____
Make payable to Society of Biblical Literature; U.S. funds drawn

*Please see attached sheet for terms and conditions. Sign here to indicate that you have read and agree to the terms and conditions listed. _____

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Terms and Conditions 2023 International Meeting Pretoria, South Africa • July 3 – 7

Applications and Payments

All applications for advertising and exhibiting for the 2023 SBL International Meeting must be submitted on these forms. Such submissions indicate the applicant's agreement to abide by the terms and conditions.

Advertising: Full payment for advertising must be enclosed with this application and must be received by 1 June 2023. Payments must be made in US dollars by check/bank draft, international money order, or credit card charge. No contract is binding until full payment is received and its acceptance is confirmed in writing by SBL. If an advertising contract is cancelled before 1 June 2023, SBL will retain \$25 of the total fee paid and refund the balance. No refunds for advertisements will be issued after 1 June 2023.

Exhibiting: Full payment for exhibit table reservations must be enclosed with this application and must be received by 31 May 2023. Payments must be made in US dollars by check/bank draft, international money order, or credit card charge. No contract is binding until full payment is received and its acceptance is confirmed in writing by SBL. If an exhibit contract is cancelled after 31 May 2023, SBL will retain \$25 of the total fee paid and refund the balance. Exhibit reservations made after 31 May 2023 will be on a space available basis and are not guaranteed listing in the printed program.

Advertising Specifications

Rates include flyer only. No agency discounts. Only Adobe Acrobat PDF artwork will be accepted. SBL will not make any changes to the flyers. Artwork must conform to the following specifications: trim size: 6"x9" in, ad size: 5.5" x 8.5" in (.25" margins), at least 300 dpi with all fonts and images embedded in PDF. Email PDF files to: InternationalMeeting@sbl-site.org. We will handle printing of flyers. Materials must be received no later than 1 June 2023. SBL reserves the right to determine whether flyers are consonant with the character of the meeting.

Exhibit Specifications

Publishers must provide their own display equipment and accessories (table drapery, risers, bookends, easels, etc.). The fee includes a complimentary registration for one representative per table (any additional staff must pay the full registration fee).

Display space is limited and tables are available on a first-come, first-served basis. SBL reserves the right to restrict the number of tables available to any single publisher if necessary to accommodate all publishers wishing to exhibit at the meeting. Publishers renting exhibit tables must provide a staff member to handle their displays. Only publishers who have rented exhibit tables and who have a representative present may sell at the meeting site. Publisher representatives are responsible for all aspects of the operation of their respective exhibits, including receiving cash payments, handling credit card transactions, etc. Electrical connections dependent on availability and fees. SBL is not responsible for lost or stolen items or damaged displays.

SBL recommends that publishers offer their books to meeting participants at a discount of 40% to 50% off the regular retail list price, but that decision is left to each individual publisher, as is the time period within which they will accept orders at the meeting discount. SBL reserves the right to determine whether exhibits are consonant with the character of the meeting.

Correspondence

Send all correspondence, including completed contracts and payments, to:

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