

AGING (i)fe CARE®

A S S O C I A T I O N
— MID-ATLANTIC CHAPTER —

Do you attend events as a vendor? Our chapter has banner displays you can use! Unit Leaders each have a table top display, and a larger, free-standing display is available from Heidi Garvis. If you would like to request a banner for an upcoming event, please contact your [Unit Leader](#) or [Heidi](#) and follow these instructions:

Complete the top portion of this form and submit it to Heidi Garvis. Requests should be submitted **2 months** prior to the event to ensure reservation. Keep a copy of this form for your records. After the event, complete the lower portion and return the form again to Heidi Garvis. **PLEASE PRINT CLEARLY.**

Requestor's Name: _____	Date: _____
Street Address: _____	
Email: _____	Phone: _____
Name of Event: _____	
Event Date: _____	Event Duration: _____
Event Fee: _____	Entry Deadline: _____
Event Contact Person: _____	Contact's Phone: _____
Contact's Email: _____	Organization Website: _____

Is this your first time attending this event? YES NO

Has our chapter exhibited at this event in the past? YES NO If YES, when? _____

Anticipated attendance: _____ Do you want brochures? YES NO If YES, how many? _____

Target audience: Social Workers Counselors Medical Professionals Nursing Homes

Other _____

Make Event Fee Payable to: _____

Mail Event Fee to: _____

Date submitted to committee: _____

Number of attendees: _____ Number of brochures distributed _____ Number of brochures returned _____

Was this event worth attending? YES NO Why? _____

Overall, how would you grade this event? Please circle your response.

1	2	3	4	5
Not worth going				Definitely worth going