

Book Exhibit Application Form

The 6th Annual Conference of Southeast Chinese Language Association

Dear publishers,

The organizing committee of the 6th Annual Conference of Southeast Chinese Language Association invites you to send books to a book exhibit at the conference. We expect 100-150 attendees, mostly from Southeastern America. The conference will be held on October 7-8, 2016, at TROY University Montgomery, AL. You can find more information about the conference at the following web site.

<http://www.troy.edu/confucius/secla>

The book exhibit hours will be 10-4 on October 7, and 12-5 on August 7. The exhibit will be in a room adjacent to the registration area, between the two rooms we will be using for talks. The room will be locked when the exhibit is not open, and we will have signs posted throughout the conference pointing people to the book exhibit and listing the exhibit hours. Refreshments for conference attendees will be in the dining room during the afternoon breaks on October 7 and 8.

The cost of a 5-foot table for all two days is \$300. Additional tables are \$75 each. Registration for publisher representatives is included in this cost, though we ask that reps fill out a registration form so we can prepare name tags. If you would like to present your products at the pre-workshop on October 7, the cost is \$100 for 15-30 minutes. If you cannot send a representative, we can provide a student rep for your table for an additional cost of \$150. If you want the student rep to take orders or sell display copies, please send a sample order form at least two weeks before the conference so we can see if we have any questions. An unstaffed table is also fine; we will have someone in the book exhibit while it is open to keep an eye on the room.

Instead of a full table, you may send up to three individual books for a joint book table, at a cost of \$10 per book and donation of the book. You may include order forms or catalogs at no charge. Books from the joint book exhibit will be sold on the last day, and proceeds will go to the conference.

If you would like to send a single-page flyer for including in the registration packet, we will need 150 copies by September 25 at the conference address. This is free for exhibitors, and \$50 for non-exhibitors.

The deadline for reserving space is September 25. We will send instructions to exhibitors by October 1 for shipping, return shipping, set-up, and take-down. Please contact Ms. Jing Zhao at the following address or e-mail address if you have any questions, and use the enclosed form to reserve your space as soon as possible. Make sure to let us know who our contact* should be at your press, and thanks for participating in our book exhibit!

<p>Shipping (before Oct. 1st) to</p> <p>Jing Zhao Suite 329/328, Rosa Parks Building Troy University Montgomery 252 Montgomery Street, Montgomery, AL 36104 Phone: 334-241-8715 Email: secla@troy.edu</p> <p>*Publisher contact name:</p> <p>Email: _____ Tel: _____</p>	Cost of Book Exhibit		
	Publisher Name:		
	Address:		
	Email:		Tel:
	Exhibitors		
	1 table: \$300/2 days	Additional tables: \$75	
	Presentation	\$100/15-30'	
	Student rep	\$150	
	Individual books	\$10 per book	
	Non-exhibitors	\$50	
	Total:		