



## Affiliate Functions

Trade Show Dates: October 19-20, 2021

Convention Dates: October 17-20, 2021

### Contact Information:

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Function Details:

Type of function: \_\_\_\_\_

(committee meeting, luncheon, reception, hospitality or other)

Number of persons: \_\_\_\_\_

Date Requested: \_\_\_\_\_

Time of Function: \_\_\_\_\_

Location: \_\_\_\_\_

Room Setup: \_\_\_\_\_

(theater, conference-style, hollow square, banquet rounds, other)

Special Requests: \_\_\_\_\_

Food & Beverage Requests: \_\_\_\_\_

**Please return this form to Karen Bilak at [bilak@awci.org](mailto:bilak@awci.org).**

Note – Affiliate Functions may not take place during INTEX Expo show hours.