



**Tigerlily Foundation**

**3rd Annual Divine Inspired Vivacious Aware (DIVA) Night Out**

**May 14, 2011  
Mandarin Oriental  
Washington, DC**

**6:00 p.m. - 10:00 p.m.**

**Vendor Registration and Information Package**

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**Tigerlily Foundation**  
11654 Plaza America Drive, #725, Reston, VA 20190  
Tel: 1(888) 580-6253  
Email: [info@tigerlilyfoundation.org](mailto:info@tigerlilyfoundation.org)  
[www.tigerlilyfoundation.org](http://www.tigerlilyfoundation.org)

**Tigerlily Foundation**  
**May 14, 2011 – 3rd<sup>d</sup> Annual Divine Inspired Vivacious Aware (DIVA) Night Out**  
**Vendor Information and Registration Package**

**VENDOR REGISTRATION, CONTRACT AND INFORMATION:**

**Company Name:**

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Website Address: \_\_\_\_\_  
Company listing for program/website/other materials: \_\_\_\_\_

PLEASE LIST THE PRODUCTS/SERVICES YOU WISH TO EXHIBIT: Be specific - only items listed will be allowed in your exhibit. (Attach extra sheet if more room is needed.)

\_\_\_\_\_

**Enclosed is my check for \$250**, for cost of exhibit space. Due by May 1, 2011, 5:00 p.m.  
Please bill my \_\_\_\_ Visa \_\_\_\_ Mastercard for 100% of cost.  
Name as it appears on card, including Company name. \_\_\_\_\_  
Card Number \_\_\_\_\_ Expiration Date \_\_\_\_/\_\_\_\_ 3 Digit CVV# \_\_\_\_\_

MAKE CHECK PAYABLE TO: Tigerlily Foundation, 11654 Plaza America Drive, #725, Reston, VA 20190, (888) 580-6253, Fax – 703-663-9844, or pay online on the event page.

**TERMS AND INFORMATION**

A deposit amount equal for the full payment of \$250.00, is due by May 1st and must accompany this space application, for space assignment to occur.

**CANCELLATION POLICY**

All cancellations must be in writing. Cancellations received after April 15, 2011, will be refunded 50% of deposit received. Cancellations received during the 15 days immediately prior to the Event will receive no refund. Exceptions are cancellations that occur within 48 hours of space request and confirmation. Space reserved and cancelled within a 48-hour period will receive full refund of monies received.

**BASIC EXHIBIT REQUIREMENTS:**

Exhibitors are responsible for their own decor and necessary electrical and/or telephone/Internet services. Let us know what your facilities needs are. We must have this information by May 1st.

**EXHIBIT SPACE RENTAL INCLUDES:**

- \_Table, 2 chairs, wastebasket
- \_One standard company sign
- \_Exhibitor ID badges
- \_Exhibitor admission tickets
- \_Logo placement on website
- \_Logo placement on event program

**For more information contact: [info@tigerlilyfoundation.org](mailto:info@tigerlilyfoundation.org) or call 888-580-6253.**

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