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October 2009

Dear Director of Marketing:

The Awakening Center of Chicago and Castlewood Treatment Center of St Louis are co-sponsoring the 3rd annual Midwest Conference for Eating Disorders Treatment Professionals:
“Replenishing Our Toolbox: Innovative Therapies for Eating Disordered Clients”
to be held at ***The Skokie Conference Center*** in Skokie, IL on ***May14, 2010***.

This Conference is a fundraising event to benefit ***ANAD***
(The National Association of Anorexia Nervosa and Associated Eating Disorders).



This conference will provide professionals with the opportunity to learn about ***unique and innovative treatments*** for proving quality care for those suffering from Anorexia, Bulimia, Binge Eating Disorder and other eating or body image disorders. We anticipate between 200 and 300 professionals and students will be in attendance.

We are pleased to present you with the opportunity to exhibit at this symposium. This event is an excellent opportunity to showcase your organization’s services to attendees. Through your participation, you will increase your organization’s community awareness and enhance your image among Eating Disorder treatment professionals, students and supporters in the Midwest.

Space is limited. If you would like to participate, please read the Rules & Guidelines and fill out the attached form.

On behalf of our planning group, we thank you very much for your time and consideration.

Peacefully,

Amy Grabowski, MA, LCPC
The Awakening Center

Theresa Chesnut, MSW, LCSW
Castlewood Treatment Center

Replenishing Our Toolbox: Innovative Therapies for Eating Disordered Clients
May 14, 2010

Exhibitor Application

Organization: <i>(as it will appear in the program book)</i>	
Address:	City, ST, ZIP
Phone:	Fax:
Contact Person:	E-Mail:
Participant Names: 1.	
2.	

Terms:

- Price of Exhibit Booth - \$300 includes (1) exhibitor pass and lunch; \$330 includes (2) exhibitor passes and lunches. Exhibitors may attend conference keynote presentations and workshops.
- Includes (1) draped-table display and two (2) chairs
- Exhibitor reservations with full payment are due January 31, 2010 in order for exhibitor information to be included in program book. Exhibitor reservations paid after that date may or may not appear in program book.
- Payment may be check (made payable to: **The Awakening Center**) or charge (see charge form below). If exhibitor fails to make payment in full by March 31, 2010, we exercise our option to terminate agreement. No refunds will be made after March 31, 2010 – see rules & guidelines.
- Sponsorship/Booth Reservation requests can be faxed, mailed or emailed to: Amy Grabowski of The Awakening Center. All requests will be honored on a first come first serve basis.

Amy Grabowski – c/o The Awakening Center
3523 N Lincoln
Chicago, IL 60657
Ph: **(773) 929-6262 x 11**
Fax : **(773) 929-6762**
Email : awakeningcenter@aol.com

Amount of Charge: \$ _____

VISA / MC #: _____

Expiration Date: _____

Security Code from back of Card: _____

Billing Zip Code: _____

Agreement: We, the above, having read and agreed to the rules and guidelines, contract for exhibit space and services for “*Replenishing Our Toolbox: Innovative Therapies for Eating Disordered Clients.*”

Signature

Date

Replenishing Our Toolbox: Innovative Therapies for Eating Disordered Clients
May 14, 2010

Rules and Guidelines

The undersigned, hereafter referred to participating organization, hereby applies for space at the *Replenishing Our Toolbox: Innovative Therapies for Eating Disordered Clients* on *May 14, 2010*. The participating organization understands that this becomes a binding contract once it is completed, signed and submitted. Participating organizations hereby acknowledge receipt of and agree to abide by the exhibitor Rules and Guidelines of this event, which are made a part of this contract. This contract must be completed and signed below in order for processing to be completed.

1. Participating organization is permitted to display only product/materials owned by the organization. There may only be one participating organization per booth and it will be listed as shown on the application.
2. Each booth space includes one (1) draped-table display and two (2) chairs. Every effort will be made to provide an electrical outlet to those exhibitors who request in advance an electrical outlet for display purposes. Booth space will be assigned on a space available basis.
3. Registration fee must be paid prior to January 31, 2010 in order for exhibitor information to be included in program book. Exhibitor reservations made after that date may or may not appear in program book. Only written cancellations are accepted, and must be received by March 31, 2010. No refunds will be made after March 31, 2010.
4. Neither The Awakening Center nor Castlewood Treatment Center will be responsible for, nor shall it provide additional security of storage space for participants over and above the general security requirements of the building.
5. The participating organization agrees that neither The Awakening Center nor Castlewood Treatment Center, nor their affiliates, officers, directors, members, agent and employees shall be liable for any damage, loss, harm or injury to the person or property of the organization or any of its affiliates, officers, directors, agents or employees resulting from the participating organization's participation in the event, theft, fire, water, accident, or any other cause.
6. The participating organization shall indemnify, defend, and hold harmless The Awakening Center and/or Castlewood Treatment Center, their affiliates, officers, directors, members, agents and employees from and against any and all claims, demands, suits, liability, damages, losses, costs, attorney's fess, and expense of whatever kind or nature, which might result from or arise out of any action of or failure to act on the part of the participating organization or any of its officers, directors, agents or employees.
7. Participating organization will assume all costs arising from the use of patented, trademarked, franchised, or copyrighted music, material, devise, process or dramatic rights used on or incorporated in the participating organizations booth space. The participating organization shall indemnify, defend, and hold harmless The Awakening Center and/or Castlewood Treatment Center, their affiliates, officers, directors, members, agents, and employees for and against all claims, demands, suits, liability, damages, losses, costs, attorney's fees, and expense of whatever kind of nature, which might result from or the use of any such patented, trademarked, franchised, or copyrighted music, material, devise, process or dramatic rights used by participating organization.