

**AACC 2007 Annual Meeting**  
**July 15-19, 2007, San Diego, CA**  
**Exhibitor Meeting Space Request Form**



**\*Meeting space will be available ONLY to those companies exhibiting at the Clinical Lab Expo\***

For meetings/events with multiple functions, please submit a separate form for each individual function. Keep a completed copy of this form for your records. **Please return the form to the Meetings Department by February 15, 2007.** Space will be assigned on a first come, first serve basis.

Return this by mail, fax, or email to: AACC Meetings Department, Attn: Michelle L. Busch, 1850 K Street, NW, Suite 625, Washington, DC 20006; Ph: (202) 835-8702, Fax: (202) 835-8702, Email: [mbusch@aacc.org](mailto:mbusch@aacc.org).

**\*Each exhibiting company will be allowed one (1) room on a 24-hour hold basis during the Annual Meeting.\***  
**Other meeting rooms will be assigned as space permits.**

PLEASE PRINT

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

Day/Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ Finish Time: \_\_\_\_\_

Preferred Site: **The Manchester Grand Hyatt San Diego**      **The San Diego Marriot Hotel and Marina**  
 1<sup>st</sup> choice  2<sup>nd</sup> choice       1<sup>st</sup> choice  2<sup>nd</sup> choice

Anticipated Attendance: \_\_\_\_\_

Your Name: \_\_\_\_\_ Title: \_\_\_\_\_

Onsite Contact: \_\_\_\_\_

Organization: \_\_\_\_\_

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

City, State/Country, Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Room Set:**

- Classroom (2 per 6' table)       Banquet Rounds       Conference (Hollow-square)       Boardroom (Max. 20 people)  
 Theater       V-Shape Classroom  
Other \_\_\_\_\_

**Food & Beverage:**

- We plan to serve Food & Beverage  
 Breakfast     Lunch       Reception     Dinner

**Audio Visual:**

For your audio visual needs, you will be contacted by AACC's official A/V company, AVMG.

**Posting:**

Please note that it is your responsibility to communicate all information to your attendees. It is also your responsibility to provide signage for your event onsite. Signage will only be permitted immediately outside meeting space.

Facility:	Room:	Function:
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