

NMMA BOAT SHOWS
ATTN: Meetings Department
RETURN TO meetings@nmma.org
P: (954)441-3233 / F:(954)378-3033
BY: JANUARY 13, 2012



MEETING ROOM REQUEST FORM

- ▶ Limited meeting rooms are available at the Miami Beach Convention Center.
- ▶ Rooms are allocated on a first come first serve basis and will not be assigned without a 50% deposit.
- ▶ Hourly rates for rooms are \$180.00 per hour. Once a meeting room is allocated, deposits are non-refundable.
- ▶ Room assignment will be handled based on your specification and are set to the maximum occupancy. If you require a room set change there will be a \$200 re-set fee.

Day/Date of Meeting: _____ Expected Attendance: _____ Web Listing: ___Yes ___No

Time: From _____ a.m. _____ p.m. To: _____ a.m. _____ p.m.

Name of Meeting: _____ Name of Speaker: _____

Set-up Style: (check one) Deposits are non-refundable once rooms are assigned.

Conference: (board table with chairs around the table perimeter).

Classroom: (All chairs facing on direction with tables in front of each of chairs).

Hollow Square: (Tables are arranged in a square with chairs around the perimeter).

Theatre: (All chairs facing one direction)

Rounds: Cocktail Rounds- (36")
(High Boys / Low Boys)

Banquet Rounds (72")

Company Name: _____

Contact Name: _____

Company Address: _____

Phone: _____

City/St/Zip: _____

E-mail: _____

On-Site Contact: _____
(if different from contact above)

Cell Phone: _____

Please add additional set-up requirements here if necessary.

Pay by Check:

Please make check payable to: NMMA Boat Show
9050 Pines Blvd, Suite 305
Pembroke Pines, FL 33024
Reference: 2012 Industry Meeting

Pay by Credit Card: VISA, MC, DISC, AMEX

Payments processed through NMMA's Secure On-line Payment website: <http://orders.nmma.org>

Please email User ID/Password to:

Submit this order form and you will be contacted via email to the address above.

Submit

DO NOT WRITE IN THIS SPACE:

Order # _____ Room # _____ Date: _____