



SPECIAL EVENT NOTIFICATION FORM

ATCE 2009 »

SPE ANNUAL TECHNICAL CONFERENCE AND EXHIBITION
4-7 October * New Orleans, Louisiana, USA * www.spe.org/atce

4-7 OCTOBER 2009
MORIAL CONVENTION CENTER
NEW ORLEANS, LOUISIANA,
U.S.A

Submit by 1 August 2009

For security purposes, ATCE.09 Exhibitors who plan on holding a special event within your exhibit space after official show hours, must notify SPE in advance. If more than 20 people will be attending your function, you will need to order one (1) security officer up to 50 people and (1) one additional security officer for every 50 people thereafter.

Exhibiting Company:	_____	Booth #	_____
On-site Contact Person:	_____	Phone:	_____
Email:	_____		
Is your event available to the media?	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Date of event:	_____		
Time of event:	_____		
Expected Attendance:	_____		
Nature of Event:	_____		

Other Information:	_____		

Please complete and return to Barbara Katz by 1 August 2009 to:
bkatz@otcnet.org or Fax to +1.972.952.9435.