



This area for office use only.

Fall 2014 Performing & Visual Arts College Fair Additional Scanner Order Form

This form is intended for institutions that need more than one scanner at their fair booth during the event. One scanner is provided with each booth registration.

Contact Information:

Name: _____

Title: _____

Institution: _____

Address: _____

City/State/Zip/Country: _____

Phone: _____

Fax: _____

Email: All leads will be emailed to the address provided _____

Lead retrieval services are provided by Technology Resource Corporation (TRC), a company independent from the National Association for College Admission Counseling. TRC will make every reasonable effort to deliver scanned data within three business days from the conclusion of the fair. Should there be any delay exceeding 30 days to deliver the scanned data, the affected exhibitor may be entitled to a refund of the Lead Retrieval service provided. The liability for damages of any cause whatsoever will be limited to the total price of \$50 per occurrence for goods and services provided by TRC.

Each scanner holds a maximum of 10,000 student scans. The scanner may be reset by visiting the TRC service desk during the event at no charge.

If you experience onsite or post-event problems with Lead Retrieval, contact CFA Support Team at 888/601-0200.

Fall 2014 Performing & Visual Arts College Fairs:

LOCATION		DATES					
Additional scanners ordered 10 business days or more prior to the fair date will be \$50. Additional scanners ordered fewer than 10 business days prior to the fair date or on-site will be \$60.				\$50 (order by date)	\$60	# of additional scanners	Cost (# of scanners x rate)
Chicago	Sunday, September 21	14PCH	by September 8	after September 8			
St. Louis	Monday, September 22	14PSL	by September 8	after September 8			
Nashville	Tuesday, September 23	14PNA	by September 9	after September 9			
Washington, DC	Sunday, September 28	14PDC	by September 15	after September 15			
Atlanta	Monday, September 29	14PAT	by September 15	after September 15			
Ft. Lauderdale	Tuesday, September 30	14PFL	by September 16	after September 16			
Philadelphia	Monday, October 6	14PPH	by September 22	after September 22			
New York City	Tuesday, October 7	14PNY	by September 23	after September 23			
Boston	Wednesday, October 8	14PBO	by September 24	after September 24			
Interlochen	Sunday, October 12	14PIN	by September 29	after September 29			
Cincinnati	Monday, October 13	14PCI	by September 29	after September 29			
Minnesota	Tuesday, October 14	14PMN	by September 30	after September 30			
Houston	Monday, October 20	14PHO	by October 3	after October 3			
Dallas	Tuesday, October 21	14PDA	by October 6	after October 6			
Denver	Wednesday, October 22	14PDE	by October 7	after October 7			
Las Vegas	Thursday, October 23	14PLV	by October 8	after October 8			
Los Angeles	Saturday, October 25	14PLA	by October 10	after October 10			
San Francisco	Sunday, October 26	14PSA	by October 10	after October 10			
Portland	Monday, October 27	14PPO	by October 10	after October 10			
Seattle	Tuesday, October 28	14PSE	by October 14	after October 14			
Grand Total Enclosed \$							

Payment must accompany form and is required before processing your order.

- American Express MasterCard Visa

Credit Card # _____ Exp. Date _____

Signature _____



Return forms with payment to:
NACAC, Attn: DMT Center
1050 N. Highland Street, Suite 400
Arlington, VA 22201
or fax 703/373-2372

Confirmations: NACAC will send an email acknowledgement confirming your processed order 10 business days before the fair date.

Additional scanner fees are non-refundable.

Each exhibitor is responsible for lost or misplaced scanners. The replacement cost is \$600. NACAC will invoice once notified by TRC that the scanner has not been returned.

**For more information,
visit www.nacacnet.org/fairs.**