



Event Meeting Space Application Form

General Information

Rental Date(s):	
Company:	
Address:	
Contact Person:	
Phone:	
Fax:	
Email:	

Exhibitor hospitality events cannot be held during any DIA meeting sessions or social events. Therefore the hours noted below are the only hours which are acceptable for hospitality functions:

Monday, February 11th After 6:30PM

Tuesday, February 12th Before 7:30AM & after 5:30PM

Wednesday February 13th Before 7:00AM & after 2:15PM

Type of Event *(circle or highlight):*

Breakfast Lunch Dinner Reception Other: _____

Date of Event:	
Time of Event:	
Approximate Guest Count:	
Will you be providing transportation?	
Additional Comments:	

Please email application back to Jessica.Culp@diaglobal.org