



BREAKFAST ROOM & STAFF ROOM REQUEST FORM

Completed request forms must be submitted by email to miquela@asms.org. Invoices will be sent for assigned request form items by Jan 31.

CORPORATE MEMBER: _____

BREAKFAST ROOMS. A limited number of Breakfast Rooms are available in the convention center for companies wishing to host breakfast programs. Companies with hospitality suites may hold their breakfast programs (if desired) in their suites. Only companies with an exhibit booth are eligible to request a Breakfast Room. Breakfast programs must conclude by 8:15 am. Breakfast programs in the convention center will be advertised in the conference program unless otherwise requested.

Companies assigned a Breakfast Room will have access for set-up one hour before and tear-down one hour following their program. A standard AV package will be set in each room and is included in the fees below (includes screen, LCD projector, and one wireless lavalier microphone.) Companies will be responsible for order and payment of any additional AV equipment as well as any desired catering.

Yes, reserve a Breakfast Room at the convention center for my company. My date selection(s) and room sizes are indicated below.

Monday, June 3, program to conclude by 8:15 am. *Select room size below.*

- \$3,000 - Monday Small room for 40-50 pp set classroom-style (tables & chairs)
- \$4,000 - Monday Large room for 100 pp set classroom-style (tables & chairs)

Tuesday, June 4, program to conclude by 8:15 am. *Select room size below.*

- \$3,000 - Tuesday Small room for 40-50 pp set classroom-style (tables & chairs)
- \$4,000 - Tuesday Large room for 100 pp set classroom-style (tables & chairs)

Wednesday, June 5, program to conclude by 8:15 am. *Select room size below.*

- \$3,000 - Wednesday Small room for 40-50 pp set classroom-style (tables & chairs)
- \$4,000 - Wednesday Large room for 100 pp set classroom-style (tables & chairs)

Thursday, June 6, program to conclude by 8:15 am. *Select room size below.*

- \$3,000- Thursday Small room for 40-50 pp set classroom-style (tables & chairs)
- \$4,000 - Thursday Large room for 100 pp set classroom-style (tables & chairs)

STAFF ROOMS. A limited number of rooms may be available at the Anaheim Marriott (beginning at 9:00 am Sunday, June 2). Staff Rooms are available to companies ordering a hospitality suite. These rooms may **only** be used by **company employees**. It is prohibited to invite customers into staff rooms. These rooms are **NOT** intended as additional exhibit space. Exhibit display material is prohibited in these rooms (including instrumentation, pop-up displays, etc.). **The cost for staff rooms will be calculated at \$1 per square foot.**

Yes, please reserve a Staff Room for my company at the Anaheim Marriott