Helpful Tips for Filling-Out Your Online Application

You must select a table QUANTITY after selecting the section type, even if you are only
requesting one booth. If you do not, the total will be incorrect and you will end up making
multiple payments.



- 2. If you do not have a share dealer, please type "N/A" in the share sign field.
- 3. If you are purchasing more than one booth, you are entitled to 3 personnel per booth at no extra cost. Please do not select the additional booth personnel drop down. Just type the names in the boxes below that. (Be advised, if you do not have extra booths and type on these lines, you will be charged \$50 per extra personnel.)
- 4. If you have immediate family members of the owner of the company, please follow the instructions in tip #3. Please indicate their relation if they do not share a last name. If you add personnel to this portion who are not immediate family members of the owner of the company (spouse, sibling, child, or parent) you will be charged \$50 per extra personnel.
- 5. You are not required to pay via PayPal. If you would like to opt out of this, please just exit out of your browser after submitting the application. Please then email conventions@money.org to let us know your preferred method of payment. We accept card, cash, and checks as well.
- 6. Please do not submit more than one application. We receive your application every time you press submit, and it clogs our emails with excess applications. If you need to make changes to your submitted application, please email conventions@money.org
- 7. Please check the spelling and capitalization on your application. What you put on your application will be directly copied for your sign, the show program, and mailing. The ANA Events team will not be responsible for misspelled or incorrect information that you provided.