

# DISPLAY TABLE RESERVATION FORM

## EPISCOPAL DIOCESE OF PITTSBURGH ANNUAL CONVENTION

November 10 & 11, 2017

Christ Episcopal Church  
5910 Babcock Boulevard, Pittsburgh, PA 15237

Please complete and e-mail, fax or mail by **Friday, October 27** to:

Episcopal Diocese of Pittsburgh  
325 Oliver Avenue, Suite 300  
Pittsburgh, PA 15222  
jrogers@episcopalpgh.org  
412-721-0853

**SPACE IS LIMITED – FIRST COME, FIRST SERVED**

NAME OF COMMITTEE, AGENCY, ORGANIZATION OR INDIVIDUAL: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

E-mail: \_\_\_\_\_

Table reservation request (choose one): \_\_\_\_\_ One table \_\_\_\_\_ Half table

Please indicate if you will need an electrical outlet: yes \_\_\_\_\_ no \_\_\_\_\_

If you plan to sell items at your table, please give a brief description of those items: \_\_\_\_\_

Christ Church will be open for set up of displays on **Friday, November 10 between 12:00 Noon and 3:00 pm ONLY.**

**Displays must be taken down immediately following the convention. No banners or other items may be hung on the walls.**

**NOTE: This form reserves table space only. Exhibitors planning to be present the day of convention must register using the Convention Registration form and pay the registration fee.**

Please read the following statement carefully and sign below:

*While we will do everything possible to assure the security of exhibit space, Exhibitors are liable for the safety and security of exhibits and related materials. The Diocese of Pittsburgh and Christ Episcopal Church are not to be held liable.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_