

## 2008 National Christian College Fairs Registration/Schedule for Non-Members



**Name of College or University:** \_\_\_\_\_

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

**Title:** \_\_\_\_\_

**Shipping Address:** \_\_\_\_\_

**City, ST, Zip:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Fax #:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

- We intend to participate in the above-mentioned fairs.
- We agree to mail a copy of the college fair postcard to each of our student prospects residing in the area surrounding these fairs. We will be responsible for these mailing costs.
- We understand that we will receive 250 (or as indicated) postcards per registered fair and the cost of postcards is included with our fee.
- We understand that we will provide a copy of our mailing house or campus post office receipt for postcard mailings by **November 1, 2008** or we will incur a **\$75 per fair surcharge**. We will be asked to summarize in writing how and when these postcards were distributed (form is provided with the postcards.)
- We will only use silent portable electronic devices at our table.
- We agree not to use any giveaways at the fairs or use/distribute any comparative data regarding other schools.
- We also understand that if a professional admissions staff person is not our representative, the appropriately trained volunteer will be asked to sign a statement at each fair acknowledging that he/she has been formally trained to serve in this representative capacity.
- **We realize that NACCAP may not be able to give refunds for fair cancellations due to acts of God including but not limited to hurricanes, tornados, war, terrorist attacks, sniper shootings, etc.**

**Signature of Sr. Admissions/Enrollment Officer & Date:**

1. Check each fair your college/university plans to attend.  
**(Please Make A Copy For Your Records)**
2. \$225 per fair automatically includes receiving 250 postcards per fair (or number of cards indicated).
3. Please indicate additional postcards (250 per pkg.) desired for each fair while supplies last.
4. **Registrations postmarked after JUNE 30, 2008 will be \$275 per fair – NO EXCEPTIONS!**
5. **Spanish language postcards are offered this year (250 pkg.) Indicate the amounts needed on the registration chart.**
6. **Cancellations (less \$50 per fair) accepted until September 1, 2008.**
7. **No refunds for fairs cancelled after September 1, 2008**
8. **FULL PAYMENT EXPECTED BY AUGUST 1, 2008. 1.5% per month late payment fee assessed after the August 1, 2008 deadline.**
9. **A \$75 PER FAIR SURCHARGE** will be imposed for those not submitting their mailing house or campus post office summary of distribution of college fair postcards by **November 1, 2008.**
10. **Canadian Schools pay in US Funds**

Total Number of Fairs @ \$225 (USD) per fair (by June 30, 2008)	\$ _____
Total Number of Fairs @ \$275 (USD) per fair (after June 30, 2008)	\$ _____
<b>Total=</b>	<b>\$ _____</b>

**Make Checks Payable To:** NACCAP  
**Return Registration To:** Greg Vaughan  
 National Christian College Fairs  
 PO Box 1305  
 La Mirada, CA 90637-1305  
 Phone: 562-903-4752 x5258  
 Fax: 562-903-4709  
 Email: [greg.vaughan@biola.edu](mailto:greg.vaughan@biola.edu)

**Please Direct Questions To:**  
 Chant Thompson, Executive Director  
 NACCAP  
 PO Box 5211  
 Huntington, IN 46750  
 Toll-Free: 888-423-2477  
 Phone: 260-356-5211  
 Fax: 260-359-0101  
 Email: [chant@naccap.org](mailto:chant@naccap.org)