Convention Center
Request for Quotation
Please complete form and submit to:
Nicki Rayne
Convention Center
4001 Coastal Highway
Ocean City, MD 21842
or call 1-800-OC-OCEAN

*Organization:

*Contact:

*Address:

*City: *State: *Zip:

*Phone: Fax: *E-mail:

Event Dates:

Name of Facility, Location, & Year of Last Event:

Do you need assistance with hotel rooms Yes No

	Day 1	Day 2	Day 3	Day 4	Day 5
# of rooms:	_____	_____	_____	_____	_____

Convention Center Space Requirements

Exhibit Space Yes No (Check boxes)
# of 10'x10' booths _____ or min. sq. footage _____

General Sessions: Yes No (check boxes)
# of people:
Set up: Theater Classroom Other _____

Breakouts: Yes No
# of breakouts: # of people
Set up: Theater Classroom Other _____

Food & Beverage Requirements

Banquet Reception Hospitality Other _____
# of people:

Would you like a representative to contact you Yes No