



## Application for Officially Sanctioned Events

### OFFICIALLY SANCTIONED EVENTS

Any events or activities you are planning in conjunction with the 2010 IHS Annual Convention & Expo must be officially sanctioned by IHS. (See *Interpretation and Sanctions* in the Official Convention Rules and Regulations.)

IHS shall make final determination as to which functions are Officially Sanctioned Events. However, IHS considers events such as hospitality functions, food/beverage distribution, training sessions, corporate meetings or any gathering of attendees or personnel as Officially Sanctioned Events.

No events or activities may be scheduled that conflict with official convention activities, including but not limited to: annual business meeting, official IHS-sponsored seminars, presentations and meetings, hours the Exhibit Hall is open, official meal functions including continental breakfasts, luncheons, banquet and receptions.

Upon approval of your event, IHS will provide contact information for you to complete the planning of your function. Once IHS has approved an event or activity as an Officially Sanctioned Event, the time or nature of the event or activity cannot be changed without prior written consent of IHS.

To apply for approval, complete this form and submit it to:

Michele Tucholke  
 Membership & Corporate Relations Manager  
 Phone: 734-522-7200, x229  
 Fax: 734-522-0200  
[mtucholke@ihinfo.org](mailto:mtucholke@ihinfo.org)

#### CONTACT INFORMATION

Contact	
Title	
Company	
Phone	
Email	
Signature	
Date	

**Please describe the functions you wish designated as Officially Sanctioned Events:**

EVENT #1	
Event Date	
Starting Time	
Ending Time	
No. of Guests	
Description	
EVENT #2	
Event Date	
Starting Time	
Ending Time	
No. of Guests	
Description	

