



2021 BOOTH CHANGE REQUEST FORM

Jacob Javits Center • New York, NY • October 27-29, 2021

- Manufacturers may submit (1) Booth Change Request Form per show cycle
- Exhibitor will be notified only if a space becomes available and if all booth deposits are paid
- The Booth Change Request Form is not a guarantee that an alternative booth will be offered to your company

EXHIBITOR INFORMATION

Company Name: _____

Contact Name: _____ Title: _____

Contact Phone: _____ Contact Email: _____

CHANGE REQUEST

Current Booth Number: _____ Current Booth Size: _____

Proposed New Booth: _____ Proposed Booth Size: _____

My company can go as large as a _____ booth if one becomes available.

COMMENTS

Signature _____ Date _____

Name (Print) _____ Title _____

Please email complete PDF to sales@lightfair.com

For Show Management Use Only:

Date Received: _____ Accepted By: _____ Exhibit Space Assigned: _____ Size: _____

For Accounting Use Only:

Payment Received: Credit Card Cash Check No. _____ Account ID Number _____

Amount: _____ Received By: _____