



AAG
ASSOCIATION of
AMERICAN GEOGRAPHERS

GROUP EVENT REQUEST FORM

2009 Annual Meeting

March 22–27, 2009

Riviera Hotel • Las Vegas

All groups wishing to hold meetings, receptions, or special events in conjunction with the AAG 2009 Annual Meeting should complete this form and submit it to the AAG. The contact person listed below will then be notified by the AAG of the date, time, and location of the event. AAG suggests reviewing the conference schedule prior to selecting your event date. Each group will be responsible for all fees for its event including food, beverage, labor, audio visual services, and decorations. All group events will be held at The Riviera Hotel. Space is available from March 21, 7:00am through March 27, 5:00pm.

Main Contact Name _____

Mailing Address _____

City, State, Zip, Country _____

E-mail _____

Phone _____ Fax _____

Date(s) you would like to hold event _____

Start/end time or duration of event _____

Number of guests expected _____

Room set-up: Theatre Classroom Banquet (Rounds of 8-10)
 U-Shape Reception Conference Hollow Square

Will this event be open to all AAG attendees? Yes No

Would you like your event listed in the conference program? Yes (see below) No

Published Event Title _____

Once this form has been received by the AAG, you will be contacted regarding your room assignment and you will then be given hotel contact information, menus, and audio visual information.

SUBMISSION DEADLINE: FEBRUARY 28, 2009

Questions? Call Linda Hachero @ 703-964-1240, x13 or
e-mail: lhachero@conferencemanagers.com