

# Letter of Intent



World Market Center, Building C1565

Winter Market  
January 28 – February 1, 2024  
Las Vegas, NV

August 2023

Dear Manufacturer

This will serve as your intention to exhibit your product at the 2024 Winter Market, in the above space. The rates for the 2024 Winter Market are between \$25 - \$29 per square foot, depending on size/location of space (spaces along the showroom walls start at \$29psf, center spaces start at \$25psf).

A \$1000 deposit is due with this Letter, followed by a 50% payment within 10 days from the time your space assignment has been confirmed by the SSA office. This deposit becomes non-refundable once this is form is confirmed by **\*SSA Office**.

**Your final balance payment will be due on or before January 1, 2024.**

Email Form to: [ssadirector2013@gmail.com](mailto:ssadirector2013@gmail.com)

**Complete and sign below. Keep a copy for your records.**

\_\_\_\_\_  
**Company**

\_\_\_\_\_  
**Contact Person**

Requested size \_\_\_\_\_ sq. ft.

Products Displayed \_\_\_\_\_

\_\_\_ Payment by check

\_\_\_ Payment by credit card

\_\_\_\_\_  
Card number

\_\_\_\_\_  
Exp. Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
email

\_\_\_\_\_  
Billing address

\_\_\_\_\_  
Address for publication

\_\_\_\_\_  
Web Site

**\*SSA Office Confirmation:** \_\_\_\_\_ **Date:** \_\_\_\_\_