



2017 TRADE SHOW EXHIBITOR REGISTRATION & BOOTH CONTRACT

Location: Town & Country Resort and Spa
San Diego, California

Move In:
Move Out:

Date:
Time:

Exhibitor Information

Contact Name: _____ Email: _____

Company Name: _____ **(This is how your company name will appear on identification sign and on the floor plan.)**

Address: _____ Address 2: _____

City: _____ State: _____ Zip: _____

Country: _____ Phone #: _____

Number of attendees: _____ Product or Service to be exhibited: _____

Name(s) of Attendees as to appear on badge(s): _____

Booth & Sponsor

Booth Information:
All booths include: (1) skirted 6' table, (2) chairs, (1) wastebasket, (1) sign to identify company

10'x10' booth: \$2,499

Booth location preference: (booths are assigned on a first-come, first-served basis)
1st choice: _____ 2nd Choice: _____ 3rd Choice: _____

Sponsorship Information:

_____ Gold Level Sponsorship - \$20,000; includes 10'x20' booth, 3 attendees

_____ Silver Level Sponsorship - \$10,000, includes 10'x10' booth, 2 attendees

_____ Bronze Level Sponsorship - \$6,000 includes 10'x10' booth, 1 attendee

Payment

Total Amount: \$ _____ (Booth total \$ _____ + Sponsorship total \$ _____ + Other \$ _____)

___ Check enclosed ___ Credit Card (___ Visa ___ MasterCard ___ American Express)

Number: _____ Exp. Date: _____ CVV #: _____

Name on Card: _____ Authorized Signature: _____

Billing Address: _____

ANNUAL SERVICERS TRAINING INSTITUTE TRADE SHOW 2016 EXHIBITOR RULES & REGULATIONS

1. EXHIBIT HOURS – Management shall determine and publicize the exhibit hours the building will be open to the industry during the show. Exhibitors will be admitted to the facility (3) three hours prior to the show opening times. Spaces will be ready for the installation of exhibits at _____ and must be in place no later than _____. Exhibits cannot be dismantled until _____ and must be out of the facility by _____. Management reserves the right to restrict exhibitor's participation in future shows if this policy is violated.

2. MERCHANDISE REMOVAL – No exhibits or parts of an exhibit may be removed until after the closing time of the Show. At this time, all exhibitors should remove all valuable items from their displays.

3. RULES FOR EXHIBITS:

A. DELIVERY – Earliest date exhibit material can be allowed at the facility is _____. All shipments must be **PREPAID**.

B. DISPLAYS – No signs, partitions, apparatus, shelving, etc. may extend more than 8 feet above the floor along the rear of the exhibit. Exhibitor will not be permitted to erect signs or display products obstructing the view or disadvantageously affecting the display of other exhibitors. The cloth booth will be erected by _____ and all orders for rugs, furniture, etc. should be directed to _____.

C. LIABILITY – The Exhibitor is entirely responsible for the leased space and shall not injure, mar or deface the premises. The Exhibitor shall not drive, nor permit to be driven, any pins, nails, hooks, tacks, or screws in any part of the Facility. Furthermore, Exhibitor shall not affix to the walls or windows of the Facility any advertisements, signs, etc. or use tape or any other adhesive-type material on painted surfaces. The Exhibitor agrees to reimburse the Management and/or the Facility for any loss or damage occurring to the premises or equipment.

D. AISLES – The aisles, passageways and overhead spaces remain under the control of the Management, and no signs, decorations, banners, advertising matter or exhibits will be permitted in those areas except by written permission of the Management. All exhibitors and personnel must remain within the confines of their own spaces.

E. SPACE – The space contracted for is to be used solely by the Exhibitor whose name appears on the Contract and no portion can be sublet or assigned without receiving written permission from Management. The Exhibitor shall forfeit the right to the space, all prepaid rentals and, upon demand, pay any rent balance owing to the Management for failure to occupy or use the space or have the exhibit completed and in place by the opening of the Show. Management reserves the right to relocate the exhibitor.

D. ALCOHOLIC BEVERAGES – Exhibitors and their employees, agents and guests shall not consume any alcoholic beverages except in designated areas. Violation shall be grounds for removing Exhibitor and exhibit from the Show without refund

E. RESTRICTIONS – The Management reserves the right to restrict or remove exhibits without refund, that have been falsely entered or are deemed by the Management unsuitable or objectionable. This restriction applies to, but is not limited to, noise, P.A. systems, persons, animals, birds, things, conduct, printed matter, or anything of a character that might be objectionable to the Show or the Management.

4. ALL EXHIBITS MUST COMPLY WITH CITY ORDINANCES, REGULATIONS AND FIRE MARSHAL INSTRUCTIONS

5. STORAGE – Fire Marshall Regulations prohibit the storage of boxes, crates, packing materials, etc., and not more than a one-day supply of literature at your display. Exhibitor must arrange for storage of empty crates, etc. at own expense.

6. RUNNING OF ENGINES – Oil or gasoline engines may be operated only with the consent of the Management and must conform to City Ordinances, Regulations and Fire Marshall Instructions.

7. INSTALLATIONS – Any special carpentry, wiring, electrical or other work, gas, steam, water or drainage connections shall be installed at Exhibitor's expense, and in accordance with the building and Management's direction.

8. MISCELLANEOUS TERMS AND CONDITIONS:

A. CANCELLATION OF CONTRACT- If this agreement is cancelled by Exhibitor for any reason, or by Management because of Exhibitor's default or violation of this agreement, monies paid to Management by Exhibitor shall be retained. The retained rental shall be liquidated damages for the direct and indirect costs incurred by Management for organizing, setting up and providing space for Exhibitor and additional expenses caused by Exhibitor's withdrawal including reletting the space. **ALL CANCELLATIONS MUST BE IN WRITING.**

B. RIGHTS OF THE MANAGEMENT IN EVENT EXHIBITION IS NOT HELD – Management shall not be liable for damages or expense incurred by Exhibitors in the event the Show is delayed, interrupted or not held as scheduled. If for any reason beyond the control of the Management, the Show is not held, Management may retain so much of the amount paid by Exhibitors as is necessary to defray expenses already incurred by the Management.

C. INDEMNIFICATION – Exhibitor shall indemnify and hold harmless the Management, the United Servicers Association, and the Facility from and against any and all claims, damages, losses and expenses including attorneys' fees arising out of or resulting from the activities of the Exhibitor, or the officers, contractors, licensees, agents, servants, employees, guests, invitees or visitors of Exhibitor.

D. INSURANCE – Exhibitor shall purchase and maintain such insurance, naming United Servicers Association and the Facility as additional insured, as will protect him from claims which may arise out of or result from the activities of the Exhibitor. Neither the Management nor the Facility shall be responsible for loss of damages occurring to the exhibit or sustained by the Exhibitor from any cause. The Exhibitor, if desired, must obtain such additional insurance.

E. ATTORNEY'S FEES – If a civil action arises between parties out of this agreement or to enforce any of its provisions, the losing party shall pay the attorney's fees of the prevailing party as trial court may adjudge reasonable. If an appeal is taken from any judgement of the trial court, the losing party shall pay the amount the appellate court shall adjudge reasonable as the prevailing party's attorney's fees on appeal.

F. LICENSES – Any and all City, County, State or Federal licenses, inspections or permits required by law of any Exhibitor in the installation or operation of his or her display shall be obtained by the Exhibitor at his or her own expense prior to the opening of the Show.

G. ASSIGNMENT – Management may sell, assign, or transfer any or all of its rights, benefits, privileges, obligations, or duties under this agreement.

9. MUSIC LICENSING - Exhibitor shall hold Management harmless for all licensing and enforcing fees for recorded or live music played or performed in their booth space.

10. COMPLETE AGREEMENT – This agreement contains all the terms and conditions agreed on by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Contract, shall be deemed to exist or to bind any of the parties hereto.

Exhibitors are required to abide by these rules. Please have the main booth contact sign below acknowledging that you have read and understand the rules as outlined.

Signature: _____

Date: _____