



EXPO 2010
 WEDNESDAY, APRIL 28
 CASTINE CENTER, MANDEVILLE

Business Name: _____
Contact Person: _____
Mailing Address: _____
City, State, Zip: _____
Phone/Fax/Email: _____

BOOTH INFORMATION AND OPTIONS

Form must be completed before contract can be processed.
Form must be returned with \$100 deposit to reserve booth

Agreement includes exhibit space, one 8' draped table (two in double booths), 8' rear drape, 3' to 5' high side dividers, 2 chairs, 1 wastebasket and booth identification sign.

<input type="checkbox"/> Single Booth (8' deep X 10' wide)	\$425
<input type="checkbox"/> Double Aisle Booth (8' X 20')	\$800
<input type="checkbox"/> Double Corner Booth (10' X 10')	\$850
<input type="checkbox"/> Early Bird discount*	\$-50
<input type="checkbox"/> Non-Member fee**	\$100

TABLE OPTIONS:

_____ Additional table(s) in booth	\$30
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(please specify quantity)
 Single and sponsor booths include one table each. Double booths include 2 tables.
\$25 additional fee will be charged after April 16, 2010.

ELECTRIC OPTIONS:

<input type="checkbox"/> NO electric required	
<input type="checkbox"/> Up to 500 watts	\$50
<input type="checkbox"/> Over 500 watts	\$80

(Popcorn machines, daiquiri machines and color copiers require over 500 watts.)
\$25 additional fee will be charged after April 16, 2010.

INTERNET/PHONE LINE OPTIONS:

Please contact Kia Knight at the Castine Center for more information – (985)626-7997.

CARPET OPTIONS:

<input type="checkbox"/> NO carpet	
<input type="checkbox"/> 8' X 10' or 10' X 10'	\$65
<input type="checkbox"/> 8' X 20' or 10' X 16'	\$115

BOOTH SIGN & BADGE INFORMATION:

Business Name: (MAX -30 letters and spaces)

This name will appear on your booth and on Chamber promotional materials.

Two exhibitor badges (with company name ONLY) will be included. Additional badges may be purchased for \$3 each.
QTY: _____ + 2 included (\$3 each per badge)

TOTAL AMOUNT DUE \$ _____
 (including any additional options)
Balance due by April 9

DEADLINES:
 *Deposit must be received by **February 19** to be eligible for Early Bird Discount (\$50)
 **Non-Members may participate - \$100 fee
 Booth reservations and payment in full must be received by **April 9.**
Please note: Final booth assignments will be made by the Chamber. You will receive notification of booth location with layout one week prior to the show. The Chamber reserves the right to make booth and floor plan

FOR OFFICE USE ONLY:

Deposit paid: ___/___/___
 Check Cash Credit Card
 Balance paid: ___/___/___

BOOTH #: _____

PLEASE FAX FORM TO 985-893-4244 TO RESERVE YOUR EXPO BOOTH!

RULES AND CONDITIONS OF THE SHOW:

Exhibitor Move-In Time: TBD Exhibitor Move-Out Time: TBD

Note: Special appointments must be prearranged to move in large displays or heavy equipment.

Space will not be held past 10 a.m. on Wednesday, official opening day of show, unless prior arrangements have been made with Management. Exhibitor agrees that his exhibit will be set up and ready by **10 a.m.** on official opening day of show. Exhibitor is responsible for ensuring that his/her booth is staffed at least 15 minutes prior to show opening. Exhibitors shall not leave his/her booth unattended during show hours.

SHOW HOURS: TBD

****POSITIVELY NO PACKING OR DISMANTLING BOOTHS UNTIL OFFICIAL CLOSING OF SHOW** NO EXCEPTIONS!! Any exhibitor who dismantles a booth prior to show closing will not be allowed to exhibit in next year's EXPO.**

Management reserves the right to limit the amount and restrict types of merchandise or services exhibited. Management reserves the right to request Exhibitors to remove from his booth any item which in its opinion is not in keeping with the image of the show. Exhibitors must provide consumers with detailed receipts.

Exhibitors shall arrange booth so as not to block from view or entry. All of Exhibitor's display must be entirely contained within exhibitor's rented booth space.

Management reserves the right to make all decisions in this regard.

No animals except seeing eye dogs shall be permitted on the premises without the prior written consent of Management.

Exhibitor agrees to abide by Fire Prevention Codes, regulations in effect and the hall fire regulations. Use of flammable materials or gas is prohibited. All decorations, table or riser coverings, and fabrics used must be noncombustible, fire retardant, or treated with fire-retardant solutions. All electric extensions cords, lamps, spotlights, etc. used by Exhibitor must be UL approved and "Three Wire Grounded." Exhibitors using any mechanical sound equipment, video monitors, etc. will operate such at a reasonable volume, approximately that of normal speaking voice. Management reserves the right to adopt, orally or in writing, any additional rules or regulations, move or remove an exhibit, or take any further action if the Management deems such action is necessary for the good and welfare of the show. Said action shall have the same force and authority as though fully incorporated in the agreement herein.

DUTIES AND RESPONSIBILITIES OF EXHIBITOR:

Exhibitor agrees and binds itself to pay all fees as they come due. **A deposit of \$100 per booth space must accompany a signed copy of this agreement to reserve booth space, and is not refundable.** All booth fees are due by April 16, 2010. Fees for additional equipment and services ordered must be paid with the balance of full fees. **Exhibitor is liable for all amounts due regardless of cancellations by Exhibitor.**

Exhibitor agrees that it shall obtain its own insurance and acknowledges and agrees the Management is not responsible for any of Exhibitor's property. Exhibitor agrees to comply with all Federal, State, Parish (County), and City laws, statutes, regulations, and ordinances and assumes full responsibility for any violation. Exhibitor also assumes full responsibility for any licenses and permits and further agrees to be solely liable for the reporting and payment of all taxes due as a result of sales by Exhibitor. Exhibitor also assumes full responsibility for the condition of the area rented by Exhibitor from Management as well as for the protection of its property, patrons, visitors, directors, officers, owners, administrator, managers, successors, assignee and employees. Exhibitor agrees and understands that in no case shall Management, its officers, directors, managers, agents, employees, owners, administrators, successors, assigns, subsidiary and affiliated companies be liable for any loss, theft or damage to persons or property caused by whatever reason including but not limited to fire, water, actions of third parties for whom management is not responsible or any injury of any character to any person or property. Exhibitor shall defend, protect, hold harmless and identify Management from any liability, expense or claim arising out of or in any way connected to the negligent act or omissions and/or things under the care, custody and control of: exhibitor, its officers, directors, owners, administrators, successors, assigns, employees, managers, agents, subsidiaries, affiliated companies, and porters, laborers or independent contractors engaged or hired by Exhibitor for any reason whatsoever. This defense and indemnity clause shall include but not limited to all expenses, cost of defense, liabilities or claims arising out of or in any way connected to claims for personal injury, workers compensation, property loss or damage, fire damage, theft, water damage, loss of profits, and/or any other claims, liabilities, expenses related to or arising out of the sale of any item, service and/or merchandise by Exhibitor, including cause of action arising under products liability laws. Exhibitor shall defend, protect, hold harmless and indemnify landlord and sponsor, as Exhibitor has agreed to defend, protect, hold harmless and indemnify Management in paragraph 5 of the Duties and Responsibilities of Exhibitor section of this Agreement. The sharing of an exhibit booth by two or more companies must be approved by Management. Management will not facilitate any negotiations between two or more companies nor be held for financial arrangements made between two or more companies.

DUTIES AND RESPONSIBILITIES OF MANAGEMENT:

Management for and in consideration of rent paid in full by Exhibitor, agrees to lease exhibit space on the premises to Exhibitor for the duration of the show.

Management reserves the right to move Exhibitor's space to another location of equal size within the premises for any reason. Effort will be made to accommodate choice of booth location. However, exhibit space in a specific location on the premises cannot be and is not guaranteed to Exhibitor. Management reserves the right to change the layout of the exhibition, or any part thereof.

Management, in consideration of fees paid in full by Exhibitor, further agrees to provide the item and/or services selected (depending on availability) in paragraph 3 of the Rules and Conditions of the Show section of this Agreement.

CANCELLATION, TERMINATION, BREACH AND DEFAULT PROVISIONS:

The noncompliance, breach or default by Exhibitor of any term, clause or provision of this Agreement shall entitle Management to do any or all of the following:

1. Retaining all rent and fees paid to Management by or on behalf of Exhibitor
2. Close Exhibitor's booth
3. Rent Exhibitor's space to any other individual or entity or use said space to any manner
4. Remove Exhibitor and its property from the premises using any reasonable methods
5. Use any reasonable measures to force compliance the Agreement.

If the show is canceled for any reason by Management or for any reason not under the control of Management including but limited to fire, strikes, prohibition by law, weather, acts of God, forced acts of landlord. Management shall: a.) shall not be liable or responsible to Exhibitor for any losses, expenses, damages or injuries caused by or marred as a result of cancellation. This shall include but limited to Exhibitor's travel expenses and loss of profits: b.) determine an equitable basis for the refund of rental payments and exhibit fees as is possible after consideration of expenditures and commitments already made. Exhibitor warrants that upon return of fees by Management reserves the right to cancel this Agreement without liability to Exhibitor, for and in consideration of the return of any payments made by or on behalf of Exhibitor, provided Exhibitor is not then in breach or default of any provisions of the Agreement. Management, upon return of these payments shall have no further duties, responsibilities or liability to Exhibitor.

Nonpayment of any rent and/or fees due and owing under this Agreement shall be considered a breach of the Agreement and shall entitle Management to any amounts outstanding plus all costs of attorney's fees associated with the collection of the unpaid amount. Interest on any unpaid amounts shall begin to accrue at the time of the breach and accrue at the legal rate of interest prevailing at the time of the breach.

Upon acceptance by Management, Exhibitor is liable for full booth rental, regardless of Exhibitor's cancellation and/or failure to show or exhibit for any reason. Furthermore, Exhibitor shall not be entitled to a refund of any part of any fee should he for any reason be unable to exhibit and shall in all such instances, remain liable for the unpaid balance due.

Checks dishonored for Non-sufficient Funds (NSF) or stop payment orders are subject to a Thirty dollar (\$30) service charge. In addition, the provisions of the paragraph 4 of the Cancellation, Termination, Breach and Default Provisions section of this Agreement apply.

GENERAL PROVISIONS:

All provisions of the Agreement shall be governed by Louisiana law and disputes arising out of any provision of this Agreement shall be resolved by a court of law in St. Tammany Parish, Louisiana.

This Agreement or contract may not be assigned in whole or in part by Exhibitor prior to written consent of Management.

Should any clause, sentence or term of this Agreement prove to be null, void, illegal or against public policy, it shall be considered deleted from this Agreement. The remainder of this Agreement shall at that point control the rights, duties, and obligations of the parties of this Agreement.

This Agreement is valid and enforceable by all parties upon acceptance by Management. Exhibitor's cancelled check will be his receipt and shall constitute proof of acceptance by Management. For all purposes, this contract shall be considered as being executed in the State of Louisiana, Parish of St. Tammany.