

# EXHIBIT SPACE CONTRACT

ServiceWorldExpo.com



SERVICE WORLD EXPO

Oct 10-12, 2018

Caesar's Palace  
Las Vegas, NV

**IMPORTANT INSTRUCTIONS:** Terms and Conditions on the back of this page are part of this contract. Submit contract with deposit to:

SERVICE WORLD EXPO 2018  
PO Box 270842  
Flower Mound, TX 75027

EMAIL: Exhibit@ServiceWorldExpo.com  
PHONE: 844-742-3970  
FAX: 817-796-2773

**EXHIBITOR INFO**

Company Name: \_\_\_\_\_  
 Exhibiting As (if Different): \_\_\_\_\_  
 Street: \_\_\_\_\_ Suite: \_\_\_\_\_  
 City: \_\_\_\_\_ ST/PROV: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Web: \_\_\_\_\_  
 Preshow Contact \_\_\_\_\_ On Site Contact: \_\_\_\_\_  
 Preshow Phone: \_\_\_\_\_ On Site Cell: \_\_\_\_\_  
 Preshow Email: \_\_\_\_\_ On Site Email: \_\_\_\_\_

Booth space preferences if available 1st \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_

*I would prefer not to be located near:* \_\_\_\_\_

Minimum booth size is 10' x 10' = 100 square feet (approx. 3.05m x 3.05m = 9.3 meters squared)

Booth package includes 8' back-wall & 3' side-wall drape, waste basket, exhibitor ID sign and 2 meeting passes. Facility is carpeted. Other booth furnishings are available from Official Show Decorator. Choose booth shape, size & options below.

- Basic Booth** Size: \_\_\_\_\_ feet by 10 feet = \_\_\_\_\_ total square feet x **\$25.00** = \_\_\_\_\_ **Booth Cost or**
  - L-Shaped Booth** (Booth w/number followed by L) 300 total square feet x **\$20.00** = \_\_\_\_\_ **Booth Cost or**
  - Premium Booth** (Booth w/number followed by P) Size: \_\_\_\_\_ feet by 10 feet = \_\_\_\_\_ total sq ft x **\$30.00** \_\_\_\_\_ **Booth Cost**
  - Add Corner Charges** (Booth w/number followed by C) **1Corner \$ 500, Peninsula \$750, Island \$1000** \_\_\_\_\_ **Booth Cost**
  - Extended Booth** (Booth w/number followed by X) Single 10' x 10' extension \$750, double \$1500 \_\_\_\_\_ **Booth Cost**
  - Enhanced Exhibitor Package:** enhanced map listing, highlighted description w/link & post show attendee list. **\$499.00 OR**
  - Premiere Exhibitor Package:** includes all features of Enhanced Package **PLUS** pre-show registered attendee list 10 days prior to event, shared email 7 days out with logo. **Cost \$999.00** \_\_\_\_\_ **Option Cost**
- Total Cost, sum of booth, corners, options & exhibitor package** \_\_\_\_\_ **Total Cost**

- Exhibiting company is a Roundtable Rewards Partner  BNP Referral Contact \_\_\_\_\_
- Contact Me About Additional Sponsorship Opportunities for Service World Expo 2018**

*The initial \$500 deposit required to reserve your booth will be charged to:*

**BOOTH SPACE AND OPTIONS**

**AUTHORIZATION**

**Circle Card Type:** MasterCard VISA AMEX \_\_\_\_\_ Exp. \_\_\_\_\_  
 Name on Card: \_\_\_\_\_ Street Address \_\_\_\_\_  
 City \_\_\_\_\_ St/Prov \_\_\_\_\_ Zip/Postal \_\_\_\_\_ Checks payable in US funds to Service World Expo 2017, address above. Per the terms of this contract your deposit of \$500 is due immediately. No booth is assigned or held until deposit is received. **The undersigned warrants that he/she is duly authorized to execute this binding contract on behalf of the company named above. The undersigned has read the Terms and Conditions on the reverse of this form, which are part of this contract, and accepts the same.**

Name (please print) \_\_\_\_\_ Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

## TERMS AND CONDITIONS

1. Contract for Space: The Exhibit Space Contract & Application ("Application"), these Contract Terms and Conditions, the formal notice of acceptance by Service Nation, Inc. ("Management"), and the rules and regulations set forth in the Exhibitor's Manual combined, constitute a contract between the exhibiting organization identified in the Application, ("Exhibitor") and Management for the right to use space for the Service World event ("Show") indicated on the Application. Exhibitor agrees to comply with the terms and conditions set forth in this contract.

Management reserves the right to reject applications for space. It is the policy of Management to limit the use of exhibit spaces to firms whose products and or services contribute to the purposes of Service World. NO EXHIBITOR SHALL ASSIGN, SUBLET, SHARE OR APPORTION THE WHOLE OR ANY PART OF THE SPACE ALLOTTED, OR HAVE REPRESENTATIVES, EQUIPMENT OR MATERIALS FROM OTHER THAN THEIR OWN FIRM IN SAID SPACE. All representatives manning a booth must be owners, employees or agents of exhibiting companies and will wear proper badge identification furnished by the Show Management. Exhibitor will furnish Management the names of those persons who will staff the booth no later than two (2) weeks prior to Show.. Reprinted badges may incur \$25 charge.

All measurements shown on the floor plan are approximate and Management reserves the right to make such modifications as may be deemed to be necessary, making equitable adjustment with any exhibitor or exhibitors thereby affected. Management also reserves the unqualified right to modify said plan to the extent necessary for the best interest of the exhibit, the exhibitors, the industry, and the safety of those attending.

2. Payment and Reservations: All exhibit space reservations must be accompanied by a \$500.00 deposit. Exhibit space will not be held or reserved without a deposit. Current year Exhibitors and Roundtable Rewards Partners will have first option to reserve space for the following year's Show for two (2) weeks following the close of the Show. After such time, Management will open space reservations for all unreserved space to the industry public. Booth payments following deposit are due as follows: March 31st, 50%, and June 15th, 100%.

3. Cancellation, Withdrawal and Downsizing Refund Policy: 100% of deposit of payment, less a 10% administrative fee, will be refunded for cancellation or withdrawals, RECEIVED IN WRITING, prior to December 31. 25% of payments received will be refunded for cancellations, withdrawals, and downsized space (% of fee differential) RECEIVED IN WRITING on or before April 1. 50% of payments received will be refunded for cancellations, withdrawals, and downsized space (% of fee differential) RECEIVED IN WRITING on or before June 15. NO DEPOSITS OR PAYMENTS WILL BE REFUNDED AFTER JUNE 15. Management may unilaterally cancel this contract for non-payment of any balance due by the date specified.

4. Exhibits: Installation - Delivery of freight, installation of exhibits and completion of erection of exhibits will take place from 8:00 am to 5:00 pm on the day prior to the Show. The exhibits must be ready for inspection no later than 2 hours before opening of the exposition on the first show day. Should an exhibit not be completed 2 hours prior to the opening of the Show on the first show day, Management reserves the right to have the Official Exhibit Services Contractor install the exhibit or remove unopened freight at the expense of the Exhibitor.

Labor – Exhibitor must observe all union regulations in force in the Show space and use qualified personnel for services.

Dismantling - may not begin until the official close of the Show on the final day. Dismantling must be completed and all exhibit materials removed by the final move out date and hour shown. (NOTE: Exhibitors are advised to remove small portable items immediately upon conclusion of the exposition.)

Display – Standard booth rental spaces are partitioned by uniform drapes. Booth back drapes are eight (8') foot high; side drapes are thirty-six (36") inches high. Included is one (1) 7" x 44" Exhibitor identification sign. Island booths shall conform only to the height of the exhibit hall and the requirement of the local fire regulations. All other accouterments, such as furniture, carpeting, labor, cleaning, storage, and shipping must be obtained through the Official Exhibit Services Contractor. Contact and ordering information may be found in the Exhibitor Manual. Carpeting is required if hall is not carpeted.

ALL equipment, signage, demonstrations, furnishings and personnel must be contained within the confines of the exhibit space. Aisles must not be obstructed at any time. Management reserves the right to unilaterally determine if any of the aforementioned interferes with adjacent exhibit spaces and may, if necessary,

order the removal or discontinuation of item or demonstration. All in-line booths are restricted to the height of eight (8') feet. Side returns may be carried to the height of the backwall for a distance of not more than four (4') feet from the backwall and may not be more than thirty-six (36") inches in height from that point to the front of the booth. No booth display shall be allowed to obstruct clear vision to other booths.

Management reserves the right, without recourse, to prohibit any exhibit or part of any exhibit which, in their opinion, is not suitable in keeping with the character of the Show. This reservation applies to persons, things, conduct, printed material, catalogs, signs etc. Aisle space may not be used for exhibit purpose or for the display of sign and equipment or demonstrations.

#### 4. General Restrictions.

A) Offensive Interference – in general, side show tactics, scantily clad individuals, horns, odors, racing, flashing or strobe lights, blaring music, continually operated machinery and other undignified promotional methods will not be permitted. Exhibits and demonstrations shall be conducted in a manner not to be objectionable or offensive to neighboring booths. All announcements require prior management approval. Management reserves the right to determine when such items become objectionable and reserves the exclusive right to determine at what point such items constitute interference with other exhibits and must be discontinued. Helium balloons are not permitted.

B) Firms and representatives of firms not assigned exhibit space are prohibited from soliciting business in any form in the Show and meetings, seminars or parties associated with the Show. Management WILL remove violators without recourse, permanently from the event.

C) Social functions, special events, seminars and meetings during Show, in the host city, are reserved for Show and sponsoring Exhibitors and must be approved by Management. Exhibitor agrees that neither they, their agents nor their distributors will distribute publications, conduct any other seminars or exhibit any equipment bearing their trademark within a three mile radius of the Show covered by this contract during the dates of this Show without approval. This limitation does not apply to Exhibitor's regular place of business or showroom.

D) Exhibitors shall not promote other industry related events, shows or trainings during the meetings, social events, or Show.

E) Exhibitors will be liable for any damage caused by fastening fixtures to the floors, walls, columns or ceilings of the Show building and for any damage to equipment furnished by Management or service suppliers designated by them.

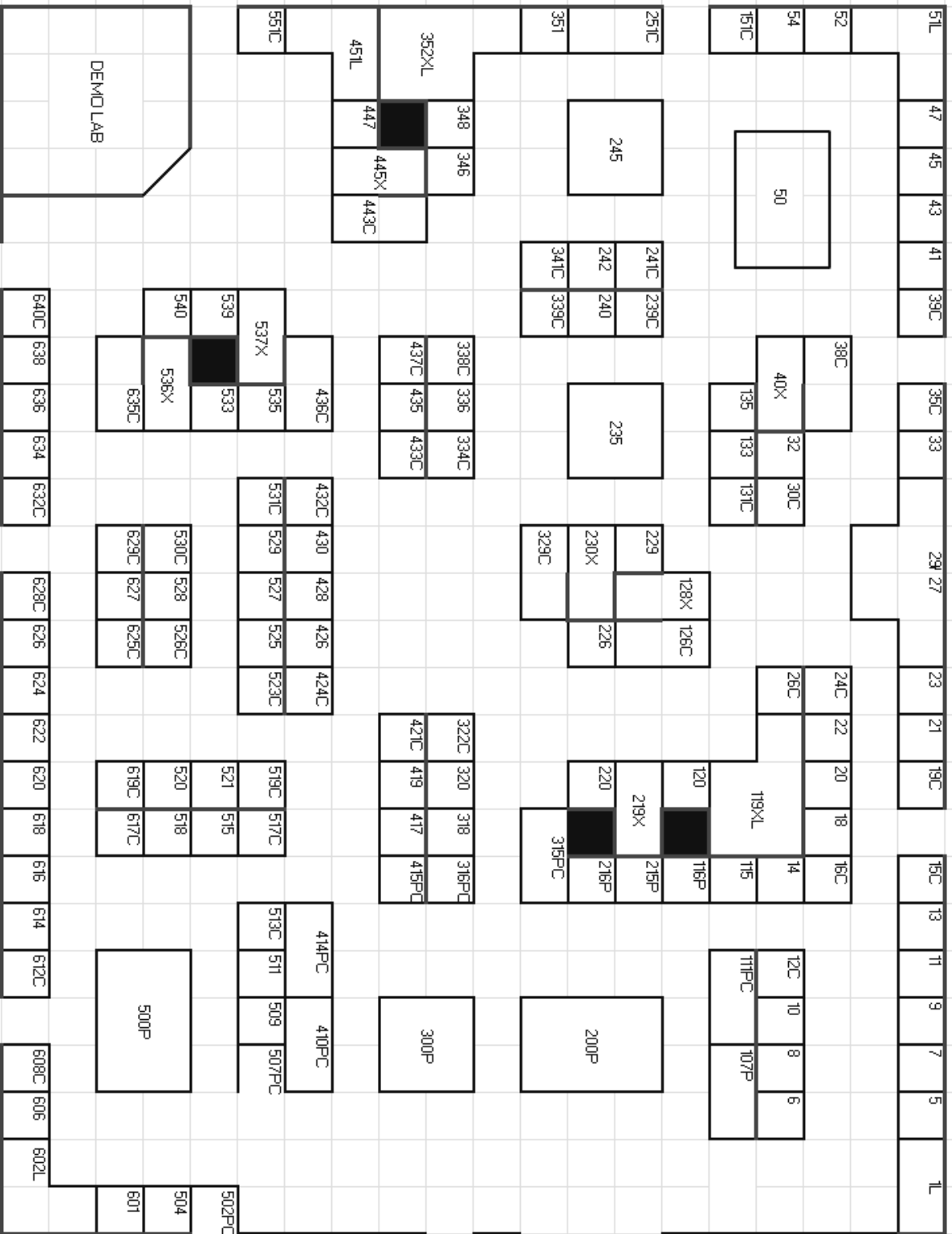
5. Responsibility – Exhibitor assumes responsibility and agrees to indemnify and defend Management and the Hotel and their respective employees and agents against any claims or expenses arising out of the use of the Hotel premises.

The Exhibitor understands that neither Management nor the Hotel maintains insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance. Exhibitors shall comply with all federal, state, and local laws, rules, and regulations, as well as the Hotel's rules and regulations, including all safety regulations.

Management will not be liable for the fulfillment of this contract as to the delivery of space if non-delivery is due to any of the following causes: By reason of the building being destroyed or substantially damaged by fire; act of God; public enemy; strikes; authority of law; or any other cause beyond the control of Management. In the event of Show cancellation for any of these reasons, Management will refund to each exhibitor the amount they paid for their space less a prorated share of all the expenses incurred for the Show up to the date of required cancellation.

6. Violation – The interpretation and application of these rules and regulations are the responsibility of Management. Any violation by Exhibitor of any of the terms or conditions herein shall subject Exhibitor to cancellation of its contract to occupy booth space and to forfeiture of any monies paid on account thereof, as well as any other rights or remedies available to Management under applicable law. Upon written notice of such cancellation, Management shall have the right to take possession of the exhibitor's space, remove all persons and properties of the exhibitor and hold the exhibitor accountable for all risks and expenses incurred in such removal.

7. Rules - In the event that unforeseen events make it necessary, Management will have the right to amend these terms and conditions, or make additions thereto, and all such amendments or additions shall be made available to each Exhibitor.



E  
N  
T  
R  
A  
N  
C  
E

- C Corner
- L 300 sq ft L shaped booth
- P Premium
- X Extended deep booth