

## 2008 Collierville Chamber of Commerce Business Expo

Thursday, October 23 • 9:30 am – 4:00 pm • Cox Community Center • 440 West Powell Road

The exhibitor agrees that upon acceptance, this application shall be deemed to form a binding contract between the exhibitor and the organizer and the exhibitor agrees to abide by the terms set forth in the terms and conditions, which form an integral part of the contract between the organizer and the exhibitor. The contract is deemed binding when the organizer receives a non-refundable payment with an executed and signed contract.

Exhibitor: \_\_\_\_\_  
(as you would like shown on booth signage)

Contact: \_\_\_\_\_

If different, contact for coordinating exhibit: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Do you require electricity? \_\_\_\_\_ Yes \_\_\_\_\_ No

*BOOTH SELECTION WILL BE DETERMINED BY COMMITTEE PROCESS*

**\*\*\*\*\*The use of balloons is strictly prohibited in the Cox Community Center\*\*\*\*\***

### Exhibit Pricing Per Booth

All booths with the exception of Gold and Silver Sponsors are 8' x 8'.  
Space includes a skirted 6' table, two chairs, wastebasket, and company identification sign.

**EARLY BIRD PRICING IS ONLY AVAILABLE TO CHAMBER MEMBERS IN GOOD STANDING. BOOTH SPACE MUST BE PAID IN FULL BY AUGUST 15, 2008.**

### *Early Bird Pricing*



<u>Regular Pricing</u>	<u>Early Bird</u>
Silver Sponsor - \$850	\$790
Chamber Member - \$350	\$290
Home Based Business - \$200	\$150
Non-Members - \$650	N/A

### \_\_\_\_\_ Silver Sponsor (Chamber members only)

**Sponsorship includes:** •'8x10' Premium Booth space •Company listing on the Grand Prize Ticket • Gold & Silver sponsors listed on publicity posters •Sponsors receive a free 3'x 5' Banner space on the Highway of Banners located on the walking track above the gym floor. • 4 free tickets to the Building Business Breakfast • 4 tickets redeemable for lunch in the Vendor Hospitality Area • Publicity as sponsor on Chamber Website with free link to your company's site • Company listed in Chamber newsletter • Expo on-site signage and •MC mentions during the show thanking sponsors for participation.

### \_\_\_\_\_ Chamber Members \_\_\_\_\_ Home-Based Business (Chamber Members Only) \_\_\_\_\_ Non-Member

\_\_\_\_\_ \$50.....3'x 5' Banner Space (exhibitors may purchase banner space on railing of indoor walking track located above gym floor).

Payment in full is due upon contract signing. Payments are non-refundable and non-transferable.

Our check in the amount of \$\_\_\_\_\_ is enclosed OR Please charge my: \_\_\_\_\_ Visa \_\_\_\_\_ MasterCard

Credit Card Holder (print)\_\_\_\_\_ Credit Card #\_\_\_\_\_ Expiration\_\_\_\_\_

Mail form to: Collierville Chamber of Commerce, 485 Halle Park Drive, Collierville, TN 38017 or fax to: 901-853-2399

**\*\* (Signature on the back of this form is required to reserve booth space). \*\***

## Terms and Conditions of Exhibiting

**\*\*\*\*The use of balloons is strictly prohibited in the Cox Community Center\*\*\*\***

**Binding Effect:** No alterations or variations to the terms of this agreement shall be valid unless made in writing and signed by all of the parties hereof. No oral understand or agreements not incorporated in this agreement shall be binding on the parties. Full payment for space is required before assignment of space is made.

**Definitions:** As used herein "Exhibit Management" means the Collierville Chamber of Commerce (CCC.) "Sponsors," means CCC and any other shown as such. "Exhibitor" means the person or firm on whose behalf booth space is rented. "Landlord" means the Cox Community Center. "Exhibitor Service" means any official supplier so named by the Exhibit Management to act in that capacity.

**Fire, Safety and Health:** All decoration materials must be FIREPROOF and conform to Town Fire Department requirements. Exhibitor assumes full responsibility for local town, state and federal ordinances, laws and regulations respecting fire, safety and health regulations of the Cox Community Center and Exhibit Management.

**Assignment of Space:** Exhibit base is assigned on first-come, first-served basis as of the date of receipt of application and payment. Priority for space selection will be given to all sponsors. However, Exhibit Management in its sole and absolute discretion reserves the right, privilege and prerogative to re-assign an exhibitor to other space without penalty should organizer deem it in the best interest of the exhibition. No firm or organization not assigned exhibit space will be permitted to solicit business within the exhibit area.

**Taxes:** In the event any taxes or other impositions are due to any governmental authority related to the exhibit of exhibitor, such **taxes** shall be the sole responsibility of the exhibitor. Exhibitor shall promptly pay such **taxes** when due.

**Subletting of space:** Exhibitors shall not have the right to assign or grant to any other party the right to use the space to be utilized by the exhibitor or any part thereof, or to assign or grant any of the rights or privileges of exhibitor contained in this agreement without the prior written consent of Exhibit Management.

**Care of building & equipment:** Exhibitors or their agents shall not injure or deface the Cox Community Center, booths, or the equipment of the booths. The exhibitor will be held liable for damages.

**Cancellations/refund policy: No refunds will be given.**

**Insurance:** Exhibitors are advised to obtain insurance to cover exhibit material against damage and loss, and public liability insurance against injury to the person and property of others at their own cost and expense. Exhibit Management assumes no risk and by the acceptance of this agreement, exhibitor expressly releases organizer of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said space by exhibitor, and to agree to hold and save Exhibit Management harmless from any loss or damage by reason thereof.

**Liability:** The Exhibit Management, Sponsors, Landlord and Exhibit Service and their officials and staff members disclaim all liability for damages or losses caused any exhibitor by fire, water, flood, windstorm, rodents, utility failure, acts of vandalism, strikes, civil disorders, theft, or criminal acts. Exhibit Management will not be responsible for electrical or other service related failure. All property of an exhibitor is understood to remain in his custody and control in transit to or from or within the confines of the exhibition site. The exhibitor shall at all times protect, indemnify, save and hold harmless the Exhibit Management, Sponsors, Landlord and Exhibit Service against any or all loss, cost, damage, liability or expenses arising from, out of, or by reasons of any accident or any other occurrence, including death, to anyone, including the exhibitor, its agents, employees, and invitees, which arises from, out of, or by reason of said exhibitors occupancy and use of the exhibition premises or a part thereof prior, during or subsequent to the period of the exhibition.

**Exhibit restrictions:** The Exhibit Management reserves the right to restrict exhibits which, because of noise, method of operation, materials or for any other reason become objectionable, and also to prohibit or remove any exhibit which, in the opinion of the Exhibit Management may detract from the general character of the Business Expo as a whole, or consist of products or services inconsistent with the purposes of the Expo.

**Acceptance:** An authorized signature on this official contract form indicates that the exhibitor has read, understands, and agrees to abide by all rules, regulations and restriction outlined in this contract.

By my signature below, I certify I am duly authorized to execute this binding contract on behalf of the named Exhibitor. I agree to the terms and conditions as outlined in this contract.

Signed: \_\_\_\_\_ Print Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Copy this contract for your records. Return this contract and payment to:  
Collierville Chamber of Commerce, 485 Halle Park Drive, Collierville, TN 38017. Fax: 901-853-2399**

**Questions? Call 901-853-1949 or visit [www.ColliervilleExpo.com](http://www.ColliervilleExpo.com).**