



Contract for Exhibit Space • October 14, 2015 • 10:00 a.m. - 4:00 p.m.

The undersigned hereby contract for exhibit space in the SouthCoast Business Expo at White's of Westport in Westport, MA on October 14, 2015, subject to the terms, conditions, rules and regulations set forth on both the face and the reverse side hereof and in additional materials provided in the Exhibitor's Kit.

Booth Sizes and Pricing

The Business Expo offers 2 options for booth size/price. Please see the floor plan for locations of the following numbered booths:

- 8' deep x 8' wide booths are \$595. Booth numbers are 1-12E, 14-20, 25-31, 51-59, 64-81
8' deep x 10' wide booths are \$695. Booth numbers are 13, 21-24, 32-50, 60-63, 82
Attention: Non-Members may exhibit for an additional \$100. The \$100 will be credited towards a New Bedford or Fall River Area Chamber of Commerce Membership should you join in 2015.

Please indicate your booth space choices:

1st Choice #(s) @ \$ • 2nd Choice #(s) @ \$ • 3rd Choice #(s) @ \$

This contract is submitted in accordance with the conditions, rules and regulations on the back of this form and in the Exhibitor's Kit. A deposit equal to 50% of the exhibit space cost in U.S. funds must accompany this contract. The remaining balance is due by Friday, September 25, 2015. A 100% payment is required with contracts submitted after September 25, 2015. No money will be refunded for cancellations or withdrawals after September 25, 2015.

Company Name: Written exactly as you'd like it to appear on your booth sign.

Contact Name: Signature:

Address:

City: State: Zip Code:

Phone: Fax:

Person in charge of exhibit: Title:

Phone: E-Mail Address:

Product or Service: Date:

Please provide a mailing address if different from the company address listed above

Please list giveaway items, if any:

(It is the intention of the Show Management to include the above information in the SouthCoast Business Expo marketing campaign in order to attract more attendees as well as give the exhibitors more advertising exposure. Giveaway winners will be announced during the expo)

Would you be interested in conducting a seminar? If yes, what is the topic?

Please make checks payable to:

- New Bedford Chamber Members: New Bedford Area Chamber of Commerce, P.O. Box 8827, New Bedford, MA 02742
Fall River Chamber Members: Fall River Area Chamber of Commerce, 200 Pocasset Street, Fall River, MA 02721
Joint Members: Fall River Area Chamber of Commerce or New Bedford Area Chamber of Commerce

If Paying by credit card, please complete the following:

VISA M/C DISCOVER AMEX Card #: Exp. Date: V Code:

C/C Billing Address: Zip Code:

Name on Credit Card (exactly as it appears on the card):

Cardholder's Signature:

794 Purchase Street
New Bedford, MA 02740
Tel: 508-999-5231
Fax: 508-999-5237
www.newbedfordchamber.com

200 Pocasset Street
Fall River, MA 02721
Tel: 508-676-8226
Fax: 508-675-5932
www.fallriverchamber.com

## CONDITIONS, RULES AND REGULATIONS COVERING THE SOUTHCOAST BUSINESS EXPO

The New Bedford Area Chamber of Commerce, Inc. and the Fall River Area Chamber of Commerce and Industry, Inc., hereto referred to as ("Chambers") assumes no responsibility whatsoever for any property placed in the exhibition hall and on surrounding property. Exhibitor, unless otherwise prohibited by law, hereby releases said Chambers, its agents, servants and employees, and discharge, them from any and all liability from any loss, injury or damages to person or property that may be sustained while at or as a result of said SouthCoast Business Expo ("Business Expo").

### General Terms:

1. The space in which Exhibitor shall display and exhibit his/her products shall be as shown on the lower portion of the Contract for Exhibit Space and as shown on the official floor plan for said Business Expo, or such other space of equal size as the Chambers may hereinafter designate.
2. The actual occupation of the space is of the essence. In the event the Exhibitor shall not occupy said space within 60 minutes of event opening then and in such incident the Chambers are expressly authorized to occupy or cause said space to be occupied in such manner as it may deem to be in the best interest of said Business Expo without rebate or allowance whatsoever therefore to Exhibitor and without in any way releasing the Exhibitor from any liability herein under, and the Exhibitor expressly agrees to pay the Chambers in full the sum hereinabove set forth.
3. Exhibitor shall not, without prior written consent of the Chambers, assign or sublet such space or any part thereof, or remove its display before the official closing of said Business Expo. Exhibits must be ready 30 minutes before the opening of the Business Expo.
4. The conditions, rules and regulations hereof are made a part hereof and the Exhibitor agrees to be bound by each and every one of them, and the Chambers shall have the power in the matter of interpretation, amendment and enforcement of all said conditions, rules and regulations
5. The Chambers shall refund monies paid if for any reason the SouthCoast Business Expo does not take place. The Chambers shall bear no other liability in connection with the arrangement.

**Installation of Exhibits:** All exhibits must be completed and in place by **9:30 a.m. before the event opens**. Exhibitor agrees to comply with the move-in/move-out schedule provided by the Chambers. Exhibitors may set up **Tuesday, October 13, 2015 from 5:00 p.m. to 8:00 p.m., or Wednesday, October 14, 2015 from 8:00 a.m. to 9:30 a.m.**

**Arrangement of Exhibits:** Business Expo Management may require exhibits to be arranged in such a manner as not to block the view of other exhibits or to otherwise interfere with other exhibits in particular exhibits in close proximity to the exhibit of the Exhibitor. Peninsula, island and center aisle exhibits

**Care of Exhibits:** Exhibitors must cooperate by not throwing refuse on the floor or any other material which will endanger public safety or inconvenience other exhibitors during the show hours. Exhibits must be kept clean by Exhibitor and ready one half hour before the event opens.

**Decorations, Signs, Plants, etc.:** All decorations must be fireproof material, or be made fireproof by treatment with fireproofing liquid. Exhibits, including signs, shall not exceed a height of 8 feet from the floor on the back of the exhibit and 3.5 feet from the floor on the sides of the exhibit unless the Exhibitor has received written consent from the Chambers at least thirty days prior to the show opening. No flashing signs allowed.

**Utility Service:** Exhibitor will be provided with one 110 volt outlet within 50 feet. Additional service may be available by contacting the Chambers before September 18, 2015. Extension cords, adaptors and multiple outlet receptacles must be provided by the Exhibitor.

**Removal of Goods:** *No exhibit, or portion thereof, may be removed during the show without the prior written consent of the Chambers. Following the close of the Business Expo at 4:00 p.m. on October 14, 2015 all exhibits will be dismantled and removed from the premises.*

**Arrangement of Exhibits:** Event management may require exhibits to be arranged in such a manner as not to block the view of other exhibits or to otherwise interfere with other exhibits in particular exhibits in close proximity to the exhibit of the Exhibitor. Peninsula, island and center aisle exhibits must limit backdrop and all other walls to a height of 5 feet and must set back a minimum of 3 feet from the outside perimeter of the exhibit space. Arrangements are further subject to the rules, regulations and other requirements set forth in the Exhibitor's Kit to be provided prior to the Business Expo. Any departure from the provisions hereof must be by prior written consent from the Chambers. Nothing herein shall create any liability from Chambers to Exhibitor as a result of the Chambers' decisions affecting the arrangement of the Exhibitor's space or any other space at the Business Expo.

**Character of Exhibits:** The Chambers may license space for any exhibit of interest to the industry or of educational value. All exhibits must be designed, constructed and operated in good taste and in accordance with the best interest of the Business Expo, which the Chambers in their sole discretion shall have the right to decide. All sales, publicity and promotion activities conducted by the Exhibitor must be confined to this space. Carnival tactics and the use of public address systems shall be forbidden. Distribution by Exhibitor of any printed matter, souvenirs, or other articles shall be restricted to the space occupied by his/her exhibit. The Chambers will prohibit the installation and operation of any exhibits not meeting its approval; and in its sole discretion may prohibit the conduct of any activity whatsoever which it deems deleterious and not to the best interest of the Business Expo.

**Exhibitor Credentials:** Employee's passes or badges will be issued by the Chambers on or before time of moving in, but only after full payment shall have been made for space. The Chambers may refuse in their sole discretion to issue passes or badges to any person whose presence the Chambers deems not to be in the best interest of the Business Expo.

**Insurance, Liability and Indemnity:** Liability insurance of no less than \$50,000 property damage and \$1,000,000 personal injury, naming the New Bedford Area Chamber of Commerce and the Fall River Area Chamber of Commerce and Industry as additional insured, in companies authorized to do business in Massachusetts must be obtained by the Exhibitor at its own cost and expense. Exhibitor shall provide the Chambers with evidence of insurance before entering the exhibition premises. The Chambers assume no risk, and by the signing of this agreement, the Exhibitor, except as otherwise prohibited by law, expressly releases the Chambers, their agents, servants, officers, board of directors and employees, of and from any and all liability for damage, injury or loss to any person or goods which may arise from the participation in the exhibition or occupancy of Exhibitors space or entry into the exhibition, and agrees to hold and save the Chambers, their agents, servants, officers, board of directors and employees harmless of any loss or damage by reason thereof. Exhibitor further agrees to indemnify and hold harmless the Chambers, their agents, servants, officers, board of directors and employees against any claims and charges including those caused by Exhibitors acts and omissions, and to defend, at Exhibitors expense any and all such claims and charges.

**Amendments:** These rules, regulations and conditions have been drawn for the purpose and intention of providing a well balanced, well regulated, and successful Business Expo, in an effort to provide the greatest good to the greatest number. The Chambers shall have full power to so interpret the rules and regulations or make such rulings as may appear to be for the best interest of the entire Business Expo and any and all amendments of the foregoing rules, regulations and conditions shall bind the Exhibitor. This arrangement will be interpreted and is intended to be consistent with Massachusetts law. Any provision violating such law is void and other provisions shall remain in full force and effect.