

Exhibit Booth Contract

PIA Expo 2012
San Diego Convention Center
Wednesday, April 11, 2012
9:30 a.m. - 4 p.m.

Reserving a booth is as easy as 1, 2, 3!

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EXHIBITOR INFORMATION

Please print or type the following information:

Company		
Contact Person	Title	
Email Address		
Mailing Address		
City	State	Zip
Phone	Fax	

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BOOTH INFORMATION

Booth Size 10' wide x 10' deep and includes a 6' draped table, chair and sign.

Booth Location **Booth selection is made in the order that applications are received by PIA/SD.**

A floor plan and exhibitor contract will be mailed to exhibitors who have requested a booth. Assignment of booth spaces is a **first-come, first-served basis** with final approval by PIA/SD.

Booth Price \$750 first booth for members, \$899 first booth for non-members (\$495 each additional booth. Second booth must be in exact same company name and placement will be adjacent to first booth.)

Payment is due upon receipt of invoice.

No. of booths requested

TOTAL COST \$

3

PAYMENT INFORMATION

- Check enclosed (make checks payable to: *Printing Industries Association of San Diego*) Please invoice me
 Please charge my VISA MasterCard American Express

Acct # _____ Exp Date: _____ CVC Code: _____

Name on Card _____ Signature _____

By submitting this contract you are making a commitment to participate in the trade show. Cancellations received on or before March 9, 2012 - PIA/SD retains 50% of booth cost. Cancellations received after March 9, 2012 - PIA/SD retains 100% of booth cost unless booth is resold, then 50% will be refunded.

**RESERVE YOUR BOOTH SPACE TODAY!
FAX TO: (858) 571-7935**

or mail to:



Printing Industries Association of San Diego
3914 Murphy Canyon Road, Suite A157
San Diego, CA 92123
www.piasd.org

PIA|SD

Questions? Call PIA/SD at (858) 571-6555

PIA EXPO 2012 Trade Show

RULES FOR EXHIBITING

1. **CONVENTION COMMITTEE.** The letters "PIA/SD" designated herein shall refer to the Printing Industries Association of San Diego, Inc., its officers, employees, agents acting for them in the management of the Trade Show.

2. **ELIGIBLE EXHIBITORS.** PIA/SD reserves the right to determine the eligibility of any Exhibitor or product or service for exhibit, for inclusion in the Trade Show. PIA/SD reserves the right to relocate or reassign exhibit booths at any time for the overall benefit of the Trade Show.

3. **EXHIBITORS RESPONSIBILITY.** (a) Exhibit Booths must be manned at all times by qualified regular employees of the Exhibitor (or their authorized representative). (b) Exhibitor must designate at least one person to be their representative in connection with installation, operation and removal of the exhibit display. (c) The Exhibitor shall be responsible for safeguarding all property of the Exhibitor.

4. **INSTALLING AND DISMANTLING OF EXHIBITS.** Displays may be set up from 1:00 p.m. to 5:00 p.m. on Tuesday, April 10, 2012. Since the show begins in the morning, (09:30 a.m.), we will not have any set up on the day of the show. Displays must remain intact and attended throughout the open hours of the Show. Exhibitor agrees to adhere to the official closing hours. During the course of the Show, Exhibitors assume the responsibility of keeping their booths clean and in good order. No displays may be dismantled or packing started before 4:00 p.m. on Wednesday, April 10, 2012. At the conclusion of the Show, exhibits and merchandise must be removed from the Exhibit Hall by 9:00 p.m. on Wednesday, April 11, 2012.

5. **SUB-LEASING OF SPACE.** No Exhibitor may assign, sublet or apportion the whole or any part of the space assigned to them, nor permit any other party to exhibit therein, nor distribute any promotional or advertising materials in the occupied space of the Exhibitor except as may be permitted by PIA/SD.

6. **NON-COMPLIANCE.** (a) The Exhibitor agrees that their display shall be admitted and remain solely on strict compliance with the rules herein formulated. PIA/SD reserves the right to prohibit, reject, or eject any display, in whole or in part, or any Exhibitor or Exhibitor's representatives, with or without giving cause. If cause is not given, liability shall not exceed the return to the company of the rental fee unearned at the time of ejection. (b) If any Exhibitor is ejected for violation of these rules, or for any other reason, no return of rental fee shall be made.

7. **EXHIBITOR SOLICITATIONS.** (a) Exhibitors must limit their activities within the confines of contractual space. Exhibitor activities must be conducted in a manner consistent with non-interference of activities legitimately exercised by other Exhibitors. (b) The distribution of Exhibitor's products, catalogues, pamphlets, printed materials, souvenirs, etc. must be conducted entirely within the Exhibitor's Booth Space.

8. **FAILURE TO OCCUPY SPACE.** Space not occupied by 9:00 a.m. on Wednesday, April 11, 2012, will be forfeited by Exhibitor, and may be resold and reassigned without refund unless arrangements for delayed occupancy have been approved by PIA/SD. In no event will there be any refund of booth rental paid by the Exhibitor.

9. **ATTENDANCE.** PIA/SD shall have sole control over attendance policies at all times.

10. **LIMITS OF LIABILITY.** (a) PIA/SD shall not be responsible for any injury, loss, or damage that may occur to the Exhibitor or to the Exhibitor's property, employees or any others designated by them, for any cause whatsoever prior, during, or subsequent to, the period covered by the Exhibit Contract. Nor shall PIA/SD be held liable for any Act of God that makes the facilities unusable during the contractual period. (b) The Exhibitor furthermore, upon signed contract, releases PIA/SD from and agrees to indemnify and save harmless PIA/SD against any and all claims for such loss, damage or injury to Exhibitor or Exhibitor personnel while in the Exhibit Hall. (c) Exhibitors are liable for any damage caused by affixing displays to building floors, walls, or to standard booth equipment, or for damages caused by Exhibitor in any other manner. This liability also extends to paint, adhesive, lacquer, or any other coating, applied to building walls or floors or to standard damage, loss, increased cost or any other unfavorable conditions caused by circumstances beyond its control.

11. **NOISE.** Public address and the use of loud devices for mechanical reproduction of sound beyond the individual Exhibitor's Booth or excessive operating noise which distracts neighboring Exhibitors from authorized performance, is prohibited.

12. **INSURANCE.** Fire, theft and liability insurance protecting the Exhibitor must be arranged for by the individual Exhibitor at the Exhibitor's expense. The PIA/SD insurance does not cover individual displays. Floater policies of whatever nature are recommended to the Exhibitor.

13. **FIRE LAWS.** (a) Federal, State and City fire laws must be strictly observed. Cloth and non-fire retardant materials must be flameproofed. Electrical wiring must comply with Fire Department and Underwriter's rules. (Exhibitors should contact Services Contractor for additional information.) (b) All flammable materials (excelsior, wrapping paper, etc.) must be removed from the Exhibit Area prior to the Trade Show opening time. (c) Aisles and fire exits cannot be blocked by Exhibitor displays; and all Exhibitor equipment must be placed within the confines of booth limits. No combustibles of any nature may be brought into the Trade Show facility without written permission from PIA/SD.

14. **ARRANGEMENTS OF EXHIBITS.** (a) PIA/SD will supply standard booth equipment consisting of a rear background of curtains on frame not to exceed 8' in height, two side dividers of curtains on frames not to exceed 3', a name sign showing name of firm up to 22 letters, including spaces, and a 6' draped table. (b) Self-contained exhibit displays may not exceed more than 8' in backwall height from the floor and must be confined to the rear one-third of each booth. Such sidewall must be visibly acceptable to adjoining exhibit displays and Trade Show Manager. In all other portions of the booth, no display materials shall be placed to exceed a height of 4' from the floor. (c) Bright lights or other distracting visual displays are not permitted. Any exceptions must be approved by the Trade Show Manager.

15. **SERVICES CONTRACTOR.** Greyhound Exposition Services (GES) is the official Trade Show Service Contractor and will communicate with each Exhibitor to help meet booth requirements and furnishing needs. Furniture, additional draping, accessories, signs, electrical outlets, etc. are the responsibility of Exhibitors and should be ordered in advance from Greyhound on forms to be provided. They can be reached at (800) 475-2098.

16. **AMENDMENT TO RULES.** Any and all matters or questions not specifically covered by the preceding Rules for Exhibiting shall be subject solely to the decision of PIA/SD, and all amendments so made shall be binding on the Exhibitors equally with the forgoing Rules for Exhibiting.