

**SWFAA 2010 TRADE SHOW
EXHIBITOR AGREEMENT, RULES & REGULATIONS**

1. **Show Date/Time** Thursday, August 26, 2010 – Subject to change within a 30-day notice. Show time will be 6:00pm till 8:30pm.
2. **Table Price** Single \$350 Members/\$450 Non-members – Double \$500/\$600 Non-members
3. **Theme** “Trade Show...Game Show Premier “
4. **Move-in Time** 3:00 pm to 5:00 pm day of show. Exhibitors must have all last minute requests to Committee by 5:00 pm.
5. **Move-out Time** 8:30pm to 10:00pm. Space must remain intact until 8:30pm. **Please respect this request.**
6. **Exhibit Terms** Full payment for space is due at time of application. Once payment is received by SWFAA, you will be contacted for booth selection. If invoice is necessary, please indicate so on page three of this registration form.
7. **Space Includes** Rental of Space Includes the following exhibit equipment: One (1) 8’ table, covered & skirted and two (2) chairs.
Exhibitors agree that there shall be no more than four (4) exhibitor representatives present in one booth at any time.

No person, firm or organization not having regularly contracted with SWFAA Showcase Management for the occupancy of space in the exposition will be permitted to display or demonstrate its products, processes, business cards or services, distribute advertising materials in the hall or corridors, or in any other way occupy or use the facilities for any purpose of advertising or soliciting business.
8. **Terms/Restrictions** -- **No open flames or sand. No outside food or beverage may be distributed to Trade Show Guests.**

-- Exhibit space may not be occupied by any firm other than that firm which is originally contracted to said space.

-- Exhibitors are prohibited from using amplifying equipment of any nature.

-- Nothing shall be posted on, tacked, nailed, screwed or otherwise attached to columns, walls, floors or other parts of the building or furniture. If the premises are defaced or damaged by an act of negligence by an Exhibitor, its agents, business invitees, or guests, the Exhibitor will pay the Exhibit Hall such sum as shall be deemed necessary for complete restoration to previous condition.

-- Exhibitor will not be permitted to use strolling entertainment nor to distribute samples, Souvenirs or other materials except from their own spaces.

-- Exhibitors who use costumed personnel or mannequins should be sure that their manner of appearance and dress is such as not to offend.

-- The Exhibitor agrees to accept full responsibility for the compliance with local Regulations in the provision and maintenance of adequate safety devices and conditions for operation of machinery and equipment under the Fire Code of the City. Exhibitors are solely responsible for complying with all copyright/trademark regulations.

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-- Each Exhibitor is required to submit Exhibitor names for special name badges (sign up for these badges at the bottom of this agreement). Exhibitor name badges must be worn at all times prior to the Trade Show and during Trade Show hours. Registration policies and procedures shall be under the exclusive control of the Trade Show Management at all times.

-- Helium may be allowed in the Trade Show Hall for the inflation of balloons with Trade Show Management approval. Helium tanks must be secured in the manner regulated by law.

-- No smoking will be allowed in the Trade Show Hall at anytime. A smoking area is provided outside.

9. **Rules & Regulations** The Exhibitor agrees that the Rules and Regulations stated on this agreement are made part of this agreement and that said Exhibitors agree to be bound by each and all. Management shall have the full power to interpret and enforce all terms, conditions and Rules and Regulations in the manner which is in the best interest of the Trade Show.

SWFAA will not be responsible for any loss, theft or damage to the property of the Exhibitor, his employees or representatives. Further, SWFAA will not be liable for damage or injury to persons or property during the term of this agreement, from any cause whatsoever by reason of the use or occupancy of the exhibit space by the Exhibitor or his assigns and the Exhibitor shall indemnify and hold harmless the Trade Show Management from all liability which might ensue from any cause whatsoever.

If the Exhibitor's material fails to arrive, the Exhibitor is nevertheless responsible for his space rental.

10. **Electricity will be available to individual tables. Check here if you want Electricity**_____

11. **Will You Provide An Individual Booth Prize?** Yes_____ No_____

You must supply your own drawing box and forms for your booth prizes. All drawings will take place throughout the show and be presented by a professional DJ. Only property members and their staff are eligible for prize drawings and must be present to win.

12. **Prizes & Give Aways** Booth workers are not to put in cards for prize drawings from fellow exhibitors and should not go around to booths taking give a-ways. They are for the customers and potential customers.

EXHIBITOR AGREEMENT

I agree to the terms and conditions of this agreement

(Name)_____ (Title)_____

(Company)_____ (Date)_____

***This agreement must be signed and returned to secure your booth space.
Please fax to 239/352/5626 and return the hard copy with your full payment to:
SWFAA, P.O. Box 990579 Naples, FL 34116***

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EXHIBITOR INFORMATION: (Must be filled out completely to secure your booth, this information will be printed in the Program.)

Company Name	
Contact Name	
Address	
City, State, Zip	
Phone	
Fax	
Email	WEBSITE:
Display Size	Single Double
Other Request	
Invoice (please check)	NO YES TO FAX: TO MAIL: TO E-MAIL:

NAME BADGE REQUESTS

Please fill out the information below exactly the way you wish the names to appear on the badges. Your badges will be included in your exhibitor package at your booth on the day of the Showcase.

Company _____

Please make the following exhibitor badges for our company: (Please print plainly.)

1. _____

2. _____

3. _____

4. _____