



CONTRACT APPLICATION FOR EXHIBIT SPACE

List your company information as you would like it to appear on any promotional material. (Please Type or Print)

Contact person _____ Title _____
 Firm Name _____ Phone (____) _____
 Address _____ Fax (____) _____
 City _____ State _____ Zip _____
 Email: _____ Website: _____

Description of products or services provided by your company: _____

Electrical: Do you need the single 110 electrical outlet provided with booth payment? Yes No Additional
 Extra electrical will be provided by Valley Expo.

Booth Choice: Location preferences are assigned on a first come - first served basis. Please call 1-800-445-9221 to choose your booth number. Number of booths requested: _____ Booth Number (s): _____

Registration Information: Four complimentary full registrations are included with each booth rental.

1st Name _____ Company _____ City _____
 2nd Name _____ Company _____ City _____
 3rd Name _____ Company _____ City _____
 4th Name _____ Company _____ City _____

Terms and Conditions:

- Enclose full or half-payment with contract application space. Balance must be received by September 15, 2018
- Telephone booth space reservations accepted only with credit card down payment for half of the booth fee.

3. Booth Fees if:

	Regular Booth	Special Corner Booth (marked with *)
Member or Affiliate Member	\$600.00	\$650.00
Additional Booth	\$525.00	\$575.00
Non-Member	\$850.00	\$900.00
Additional Booth	\$750.00	\$800.00

Save \$50 if paid in full by June 30th, 2018

- Tavern League of Wisconsin will have the right of interpretation and approval of all matters pertaining to contract, rules, and regulations.

Exhibitor Acceptance:

I, the duly authorized representative of the undersigned organization, on behalf of said organization, subscribe and agree to all the terms, conditions, authorizations, and covenants contained in this Contract and the General Rules and Regulations.

Name _____ Title _____

Signature _____ Date _____

Payment Details

Check in the amount of \$ _____ (payable to Tavern League of Wisconsin)

Please charge \$ _____ to MC AMEX VISA Expiration Date _____

Card Number _____ Card Billing Address _____

Card Billing City / Zip Code _____ Signature _____

TLW Office Use Only

Amount Paid \$ _____ Date Paid _____ Check Number _____ PIF

Amount Paid \$ _____ Date Paid _____ Check Number _____ PIF

Mail or fax completed form to:

Tavern League of Wisconsin
 2817 Fish Hatchery Rd.
 Fitchburg WI 53713-5005

General Rules and Regulations

Booth Location Assignments:

Booth assignments will be determined by the Tavern League of Wisconsin (TLW). The TLW reserves the right to alter the location and/or layout of the exhibition, or to alter the Exhibitor's assigned space at any time if deemed in the best interest of the exhibition, without prior notification to the Exhibitor. After receipt of booth rental fees and contract, confirmations of the booth number(s) assigned will be sent to the Exhibitor.

General Information, Rules and Regulations:

The Exhibitor agrees to hold the TLW harmless from all claims for damages or injuries to exhibitor's property, employees, guests, the public or other persons arising through the acts of the exhibitor or exhibitor's guests or employees occurring during, prior or subsequent to, or in the exhibition and approaches and entrances thereto by virtue of exhibitor's occupancy or anything connected with exhibitor's occupancy under this agreement.

In the event that the exhibit may not be held on any of the dates shown, the TLW agrees to refund one-half of the amount paid by the Exhibitor for each day or part day during which the exhibit is not held. Exhibitor agrees to limit claims for cancellation of the exhibit by the TLW to the amount herewith tendered.

No firm or organization not assigned space in the exhibit will be permitted to solicit business within the exhibit or convention area. No exhibitor shall assign, sublet or share the space allowed without the knowledge and consent of show management.

Show Purpose:

The Tavern League of Wisconsin Trade Show is designed to provide a showcase and selling opportunity for goods and services as related to the on- and off-premise hospitality industry. The TLW has the right to refuse show space rental to companies if the TLW's opinion is such that it will not be compatible with the purpose and objectives of the show or its attendees.

Liability:

TLW shall not be held responsible for any loss, damage or injury that may occur to the exhibitor, or his employees or property from any cause whatever, prior, during, or subsequent to; or in connection with said trade show. Exhibitor will hold TLW harmless from all claims for damages or injuries to the building, booth equipment, other exhibits, guests, employees, members of the public, or other persons arising through the act of the exhibitor or the employees, sponsors, servants or guests, occurring during, prior or subsequent to or in said trade show and the approaches or entrances thereto, by virtue of exhibitor's occupancy.

Exhibitors are advised to carry floater insurance to cover exhibit material against damage and loss and public liability against injury to the person and property of others. The exhibitor is charged with knowledge of all local laws, ordinances and regulations pertaining to health fire prevention and public safety while participating in this show. Compliance with such laws is mandatory for all exhibitors and the sole responsibility of that of the exhibitor.

Any Exhibitor of any beer, wine, liquor or any other alcoholic beverages must observe all rules, regulations and policies of the TLW show facility management and any representative or other management agency which may be designated by said facility management to have jurisdiction, priority or permission to control the sale, dispensation, and/or exhibition of said beverages. Exhibitor assumes all responsibility for obtaining knowledge of all rules, regulations and policies and failure to observe said rules may result in expulsion from the show and forfeiture of any and all booth payments. **A corkage fee may be applied from the hotel or from the trade show facility.**

Cancellation/Refund Policy:

A refund can only be issued if the cancellation occurs before 60 days prior to the show dates. If cancellation occurs within 60 days of the show dates then no refund will be issued. A \$50 administrative fee will be applied.