

2010 RHA Fall Conference & Exposition Booth Space Contract



SEPTEMBER 21, 2010 | HYNES CONVENTION CENTER, BOSTON MA

Company Name *(as will appear in promotional materials)* _____

Primary Contact Name *(receives all show information)* _____

Address *(street address only)* _____

City _____ State _____ Zip _____

Phone *(include area code)* _____

E-Mail Address *(For Show Management Use)* _____

Is Your Company a RHA Member? Yes No

Types of Products/Services to be Displayed _____

Signature _____ Date _____

BOOTH FEES

Booths may be purchased in increments of 8' x 10' (80 s.f. of space). Prices listed are for an 8' x 10' booth. Each booth includes an 8' back drape, 3' side drapes, table, two chairs, wastebasket and two complimentary booth personnel badges. Each exhibitor will receive a complimentary company sign, copy of the attendee list and listing in Conference Program Book.

RHA Member

Non Member

- Premium Booth \$1,100
- Standard Booth \$1,050

- Standard Booth \$1,400
(or become a member for \$330 and receive the member price).

How did you hear about us?

- Previous Exhibitor
- Referred by _____
- RHA E-mail
- Other _____

Payment Method

- Check Enclosed (Payable to RHA)
- Visa
- Mastercard
- AmEx
- Discover

Amount to Charge (100% payment due) _____

Name on Card: _____

Card #: _____ Expiration Date: _____

Signature: _____

EXHIBIT LOCATION PREFERENCE

1st Choice _____ 2nd Choice _____ 3rd Choice _____ 4th Choice _____

• All preferences will be considered but are not guaranteed. Please try not to assign our booth near the following companies:

Show Management will notify you of your booth assignment by return e-mail. Booths will not be assigned until payment is received in full. Contracts must be accompanied by 100% payment and completed in full to be processed.

RETURN TO: Rental Housing Association Exposition
One Center Plaza Mezzanine Level
Boston, MA 02108
Fax 617 338 2600

See Rules and Regulations on Reverse.

RHA USE ONLY	
Amount Paid \$	_____
Date Processed	_____
Booth #	_____

2010 RHA Fall Conference & Exposition Rules and Regulations

The Booth Space Application, notice of space assignment by The Rental Housing Association (RHA), a division of the Greater Boston Real Estate Board, (GBREB), herein after referred to as Show Management together with these Rules and Regulations constitute a contract for the right to exhibit at the 2010 RHA Fall Conference and Exposition. All matters regarding these Rules and Regulations and exhibitor's compliance therewith shall be determined by Show Management in its sole discretion.

1. Service Provided. In exchange for payment in full for the booth(s) contracted by the exhibitor, Show Management will provide the following for each booth. Each booth includes an 8' back drape, 3' side drapes, table, two chairs, wastebasket and two complimentary booth personnel badges. Each exhibitor will receive a complimentary company sign, copy of the attendee list and listing in conference program book. Requests for electric and/or internet connections should be specified on order forms from the Decorator, and the cost of same shall be paid for by the exhibitor.

2. Payment for Space. All booth space requires 100% payment to accompany the Booth Space Application. Exhibit space will not be assigned until full payment has been received.

3. Cancellation of Booth Space. Failure to occupy booth or cancellation of space are not subject to refunds.

4. Adjust Booth Assignments. Show Management reserves the right to adjust booth assignments at its discretion.

5. Move in – Move out. Time periods, deadlines, and restrictions for move in and move out of the exhibit hall shall be determined by Show Management, in its sole discretion and all exhibitors shall be given adequate notice thereof. Early move out is not permitted.

6. General Restrictions

(a) Tacking, posting, taping or nailing signs, banners etc to any permanent walls or woodwork will not be permitted. Any damage to the exhibit hall by Exhibitors shall be paid for by the Exhibitor causing such damage.

(b) No visual or audio recording may be made by or on behalf of the Exhibitor without prior consent of RHA and the venue.

(c) Exhibitors shall not perform or play any music during the Exposition without written consent from Show Management and shall indemnify RHA and GBREB and its officers, directors, members and agents from any loss, damage, claim, liability and expense resulting from the Exhibitors performance of music.

(d) Firms and representatives of firms not assigned exhibit space are prohibited from soliciting business in any form, including but not limited to handing out business cards or promotional materials in the exhibition area, meeting space or public event space.

7. Booth Personnel and Literature

(a) Distribution of literature is specifically allowed from the exhibitor's booth space. Exhibitors are prohibited from soliciting customers in other exhibitor's booths, or in other areas of the Show (e.g. front door, meeting space, public event space etc.)

(b) All Exhibitors must wear badges provided by Show Management during the hours of the conference and exposition including move in and move out. Each booth includes two complimentary badges. Additional badges are available from Show Management and must be paid for in advance of the show. Show Management reserves the right to limit the total number of badges issued to individual booths.

8. Drayage Exhibitor acknowledges that Show Management has arranged for the Decorator to make available drayage services to Exhibitors on a fee basis. RHA encourages the Exhibitor utilize said drayage services, which would be paid for by the Exhibitor. Exhibitor acknowledges that Show Management has no control over access to loading dock and freight elevators and can not assume responsibility for any loss or delay resulting from deliveries and pick ups by privately owned vehicles.

9. Liability Exhibitor hereby assumes responsibility for and agrees to indemnify, save and hold harmless RHA and GBREB, the venue and their managers, officers, directors, members, sponsors, employees, agents, successors and assigns, from and against any loss, damage, claim, liability, and expense (including reasonable attorney's fees), including personal injury including death resulting there from, or property damage or loss arising out of or in connection with Exhibitor's participation in the 2010 RHA Fall Conference & Expo. Exhibitor acknowledges that neither RHA nor the venue maintains insurance covering the exhibitor's property. *The individual exhibitor agrees to carry adequate personal property, liability, vehicle and other insurance protecting itself against any and all claims arising from activities conducted in the Hynes Convention Center during the conference and expo. A record of Certificates of Insurance must be submitted to Show Management two months prior to the 2010 RHA Education Conference and Expo.*

10. Americans With Disabilities Act. Exhibitor agrees to comply with all applicable provisions of the Americans with Disabilities Act (the ADA) and shall indemnify RHA and GBREB, their officers, directors, members, employees and agents from and against any loss, damage, claim, liability and expense resulting from or arising out of Exhibitor's failure to comply with the provisions of the ADA.