

EXHIBIT SPACE COMMITMENT

MAIL: GRAPHICS PRO EXPO, PO BOX 1416, Broomfield, CO 80038

graphics-pro-expo.com

COMPANY INFORMATION

COMPANY NAME _____ DATE _____
 MAILING ADDRESS _____
 CITY _____ STATE _____ ZIP CODE _____
 CONTACT NAME _____ SIGNATURE _____
 PHONE _____
 EMAIL _____
 WEBSITE _____

By signing this Exhibit Space Commitment, I hereby agree that I have read and understand the **Terms and Conditions** on page 2 of this agreement, along with Event Rules & Regulations found in the exhibitor services manual.

All rights remain with event management (National Business Media, Inc. and Graphics Pro Expo) until both this agreement and full payment have been received and accepted.

CHOOSE YOUR LOCATION(S) HERE

Each venue launches with a full day of education, followed by two days of exhibits and classes.

EXHIBIT DAYS	Booth Size <small>(i.e. 100', 200', etc.)</small>	Exhibit Space Rate	Early-Bird Savings* <small>(\$1.00 per sq. ft.)</small>	Corner Fees <small>(\$200 each)</small>	Additional	Per Show Total
Irving, TX March 9-10, 2023 <small>Education starts March 8</small>		X \$33 per sq. ft. —	by October 7, 2022	+	+/-	=
Charlotte, NC April 27-28, 2023 <small>Education starts April 26</small>		X \$33 per sq. ft. —	by November 28, 2022	+	+/-	=
Indianapolis, IN June 15-16, 2023 <small>w/ START HERE Academy Education starts June 14</small>		X \$33 per sq. ft. —	by January 13, 2023	+	+/-	=
Portland, OR July 19-20, 2023		X \$33 per sq. ft.	by February 17, 2023		+/-	=
Long Beach, CA August 17-19, 2023 <small>w/ WRAPSCON Education starts August 16</small>		X \$33 per sq. ft. —	by March 17, 2023	+	+/-	=
Baltimore, MD September 13-14, 2023 <small>Education starts September 12</small>		X \$33 per sq. ft. —	by April 13, 2023	+	+/-	=

BOOTH LOCATION AND CONFIGURATION PREFERENCES


Preference(s) on location and/or preferred booth # : _____


Preference(s) on configuration: Island In-line Corner


Booth assignments begin approximately 120 days prior to event, subject to receipt and acceptance of exhibit space agreement. **ALL EXHIBIT SPACE PAYMENTS DUE IN FULL 90 DAYS PRIOR TO EVENT—BOOTH PLACEMENT WILL NOT BE HELD WITHOUT PAYMENT.**

NOTES:

*Special Early Bird Savings - Signed contract is due 5 months prior to first day of event.

 **RESERVE YOUR SPACE NOW FOR GPX IN 2023, RISK-FREE:**
 This EXHIBIT SPACE COMMITMENT allows you to make plans for 2023, but with flexibility and time to adjust if needed. **Invoices will be mailed approximately 120 days prior to each event, with exhibit space payments due in full 90 days before the event.**

 **MAKE YOUR BOOTH PAYMENT ONLINE, EASILY AND SECURELY:**
 Once you have your invoice, use [this online form](#) to submit payment for GRAPHICS PRO EXPO.

 **PLEASE NOTE:**
 Modification to this agreement, late payments or cancellations may result in forfeiture of amounts paid and/or benefits or may result in relocation of previously assigned exhibit space.

TERMS AND CONDITIONS

1. PAYMENTS. Payments are due in full 90 days prior to the first day of the event. Exhibitors with payments due will not be permitted entry to the exhibit hall. Failure to meet payment deadlines, as set forth on Page One of this agreement, will constitute breach of contract. In addition, event management reserves the right to deny exhibitor set-up privileges if there are unacceptable past due amounts for other NBM services not related to this agreement.

2. GENERAL. Event management herein grants a revocable license to use the exhibit space assigned subject to the terms and conditions set forth in this contract. Event management makes no representations or warranties except as expressly set forth herein.

3. REGULATIONS. Exhibitor, exhibitor representatives and/or assigns, agree to abide by all pertinent City, State and Federal laws, health orders, ordinances, fire and safety codes and by all exhibit hall regulations as provided to Exhibitor.

4. APPROVAL OF EXHIBIT. Event management reserves the right to refuse any exhibit not consistent with the quality, dignity and theme of the show. Merchandise and displays will be subject to event management approval. Exhibitor agrees to adhere to generally accepted standards of good taste and to maintain the spirit and dignity of the show. Event management reserves the right, at cost to exhibitor, to demand the alteration or deletion of any material or activity which it deems detrimental to the dignified image of the event.

5. EXHIBIT DESIGN. Exhibits must be designed, constructed and operated in good taste, of which approval is subject to the sole discretion of event management. Event management hereby retains the right to prohibit the installation or operation of any exhibit not consistent with its standards.

6. EXHIBIT READINESS. Exhibitor hereby agrees that exhibit will be set up, complete and clean at least one hour prior to the opening of each show day and will be open during all published show hours. Unless exhibit is approved by event management as a non-staffed exhibit, exhibitor agrees to have personnel staff on duty during all published show hours.

7. SALES ACTIVITY. Exhibitor agrees that all business activities, circulars, advertising matter, etc. may only be conducted and/or distributed within the exhibit space assigned to the Exhibitor. Such materials may not be distributed in other areas of the show. Selling or order taking anywhere other than in the exhibit space or areas specifically designated for such activities is strictly prohibited.

8. CONFLICTING ACTIVITY. To safeguard the rights of all exhibitors and related event participants during all scheduled events, there shall be no additional programmed activity (including private parties, tours or other activities) which may deny other exhibitors their full exposure to the attendee.

9. CASH SALES. Exhibitor hereby accepts all responsibilities to secure appropriate licenses and to report all cash sales made by exhibitor in connection with the event or events related to the agreement herein, in accordance with the Sales Tax regulations of the State and City in which the event is held. Further, exhibitor hereby expressly releases event management from any obligation or liability in connection with such licensing and/or reporting responsibility.

10. INSURANCE. Exhibitor accepts total responsibility for the exhibit and its safety in relation to fire, robbery, accident or other destructive cause, and to injury to any individual which might occur within the confines of the exhibit. If required, insurance will be placed by Exhibitor at Exhibitor's own expense. Event management recommends full insurance coverage in case of fire, theft and all risks, beginning with pick-up before the event until materials are safely returned to Exhibitor after the event.

11. SECURITY. Event management will exercise all reasonable diligence in protecting property of Exhibitor, but neither Event management, the Service Contractor nor the Convention facility will be responsible for articles lost by fire, theft or mysterious disappearance.

12. CREDENTIALS. Credentials (badges) will be issued to qualified exhibit individuals. Misused or transferred passes will be confiscated by event management. Exhibitors are required to wear a badge while in the exhibit hall and may not gain entry to the show without the appropriate badge. Lost badges may be replaced in the registration area with proper identification.

13. REMOVAL OF QUESTIONABLE PERSONS. Event management reserves the right to stop or remove from the show any person or persons, including exhibitor personnel, who are in violation of the Terms and Conditions as specified herein, or for the performance of any act or practice which, in the sole discretion of event management is considered detrimental to the event related to this agreement. Expelled Exhibitors shall not be entitled to any proration or refund of monies paid.

14. SUBLETTING PROHIBITED. Exhibitor agrees that neither Exhibitor nor Exhibitor personnel or agent will not sublet, reassign or apportion space in any way. Two or more firms may not exhibit in the same space, except with written approval by event management.

15. DAMAGES. Exhibitor accepts full responsibility for the payment of any damage charges assessed by the Exhibit Hall for failure to observe the rules and regulations for exhibit construction and operation.

16. MOVE OUT. Event management, and/or its designated representative, retains all rights to place a lien upon any and all materials not removed from the exhibit hall within the time designated in the show manual, and shall have the right to remove and store such material at the expense of Exhibitor, and to sell such materials as are unclaimed within thirty days for full payment of such expenses incurred for removal and storage.

17. SPACE ASSIGNMENT. Event management reserves the right to assign all space locations and to make changes prior to show move-in as management - in its sole judgment and discretion - may deem necessary. Causes of such changes include, but are not limited to, timely payment of monies due.

18. FAILURE TO COMPLY. Should Exhibitor fail to comply in any material respect with the terms and conditions of this agreement, then the payments made up until the time of the breach shall be retained by the event management as liquidated damages, and event management shall have the right to reassign contracted space without further notice or make such use of space as event management deems to be in the best interest of the successful execution of the event as it pertains to this agreement.

19. INDEMNIFICATION. It is expressly agreed that neither event management, the Service Contractor(s) nor the Convention facility shall be liable or held accountable for any losses, damages, or injuries which may be sustained or incurred by any person whomsoever, who may be on the premises reserved by or assigned to an exhibitor, or watching, observing or participating in any demonstration or exhibit of any exhibitor, including (but not limited to) any agent, employee or representative of an exhibitor. Exhibitor expressly agrees that exhibitor will hold harmless and indemnify event management from all such claims.

20. SHOW CANCELLATION. Should acts of God, strikes, work stoppage or any other cause not within the control of event management make it impossible for the show to be held or the particular exhibit area to be occupied by exhibitor, event management, its officers and employees are jointly released from any and all claims which may arise in consequence thereof. Event management shall determine and refund to Exhibitor appropriate shares of applicable payments for exhibit space received in accordance with accountable expense incurred. In no event shall event management be liable for loss of profits, business or any other damage to Exhibitor through cancellation for such causes.

21. ALTERATION OF AGREEMENT. It is mutually agreed that no amendments, alterations or variations of this agreement shall be valid unless made in writing and signed by both event management and the Exhibitor.

22. AUDIO VISUAL EQUIPMENT/MUSIC. The use of audio-visual equipment shall be permitted only in exhibit space and in such intensity as it does not interfere with the activities of neighboring exhibitors. Exhibitors who wish to use any music (via recordings, radio, streaming, etc.) which may be governed through ASCAP, BMI, SESAC other person(s) or other agencies, must be properly licensed by such person(s) or organization authorizing the use of such music.

23. NOISE AND ODORS. Any devices which project sound must be tuned to conversation level. Noisy or obstructive work will not be permitted during exhibit hours, nor will loud operating displays or exhibits producing displeasing odors be allowed.

24. REFUNDS/CANCELLATIONS. Event management and Exhibitor each acknowledge the importance of informing attendees well in advance of Exhibitor's participation in the event or events contracted herein. Even though business situations sometimes lead to exhibit plan modifications, the parties agree that cancellation by Exhibitor could have an adverse effect on both the event and the Exhibitor. Therefore, if contracted space is canceled or released within 30 days of the scheduled show date, Event management may, at its discretion, retain as an administration fee, all or part of any exhibit payment received.

25. POWER TO INTERPRET. Event management shall have the full power in interpretation and enforcement of all terms and rules contained herein, and such further rules and regulations as it shall consider necessary for the proper conduct related to participation in the event related to this agreement.

26. SHOW RULES. Exhibitor agrees to make any official rules of event management part of this contract and agrees to abide by such rules, including, but not limited to, such items as booth display guidelines, signage, covered and two-story exhibits, etc.

27. UNION LABOR AND WORK AGREEMENTS. When applicable, Exhibitor hereby agrees to abide by all agreements made between the unions, event management, its agents and the exhibit facility.

Initials _____