



Tuesday, December 1 • First Financial Pavilion

Business-to-Business: 11 am - 1 pm

Public Expo Hours: 1:30 pm - 6:30 pm

Business @ Happy Hour: 5 pm - 6:30 pm

Reserve your booth by November 2

Limited booth spaces are available and will be assigned on a first-come, first-serve basis.

Exhibitor Contract

AGREEMENT made by and between the undersigned exhibitor (hereinafter called the "exhibitor") and the San Angelo Chamber of Commerce (hereinafter called the "Chamber").

SET-UP HOURS - Exhibitors will be able to set up from 12 pm - 5 pm on Monday, November 30. Remainder of set-up may be done the morning of Tuesday, December 1 from 8 am - 11 am.

EXHIBIT SPACE - The exhibit space is to be used for the display and/or sale of the products and services of the applicant's company. We hereby understand and agree that the exhibit space leased herewith, includes only that which is defined by the Chamber and that any additional requirements must be approved by the Chamber in writing.

EXHIBIT HOURS - All exhibits must be open from 11:30 am - 6:30 pm on the day of the Expo.

TEAR-DOWN HOURS - No exhibit shall be disassembled or removed before 6:30 pm. **Early tear-down results in a \$250.00 penalty.**

CANCELLATIONS - No refunds will be given after Monday, November 16.

DISCLAIMER - I agree to hold harmless and forever discharge the Chamber and event business sponsors for any and all responsibility, liability, loss claims, damages, theft or accident during the Expo resulting in any injury to my person or property in my possession, or to the person or property of my invitee, from any cause or from theft or loss of my property. By entering this event, I acknowledge I am taking full responsibility of my health and will not hold the Chamber accountable in the event of adverse health effects.

PAYMENT TERMS - Space must be paid in full by Monday, November 16, or it may be reassigned or sold without notice. Exhibit space will not be released to the exhibitor until receipt of final payment. Exhibitors may not assign, sublet, or apportion to others the whole or any part of the exhibit space. Applications received after Monday, November 16 must include full payment for requested booth space.

AISLES - All aisle space belongs to the Expo. No exhibit, lighting, truss, or advertising will be allowed to extend beyond the space assigned to the exhibitor. Any demonstration or activity which results in the obstruction of aisles or prevents ready access to neighboring exhibitor booths shall be suspended for any period specified by the Chamber.

SIGNS - All signs must be located within the boundaries of the assigned booth space and hung no higher than the height limitation of the space assigned. Signs may not be attached to walls outside an exhibitor's space, nor may they be hung from the ceiling, except over the exhibitor's assigned space where eligible. The Fire Marshal does not allow anything to be attached to the water pipes that supply water to the emergency sprinkler system. Any signage or promotional language on equipment must be part of the original equipment.

SPACE USAGE AND ALLOCATION - The space applied for is to be used solely for the exhibitor whose name appears on the application, and it is agreed that the applicant will not assign, or apportion the whole or any part of the space allotted. Furthermore, the exhibitor agrees that the Chamber has the sole authority over the assignment of exhibit space, and may be required to change the exhibitor's confirmed exhibit space in order to accommodate the needs of the Expo. In the event the exhibitor's booth number is changed, the exhibitor will be notified promptly by the Chamber.

By signing below, I agree to adhere to all the aforementioned rules and regulations set forth in the Exhibitor Contract by the San Angelo Chamber of Commerce.

Exhibitor Signature

Date

Send completed form to kayla@sanangelo.org no later than Friday, November 20

418 West Avenue B, San Angelo, TX 76903 • (325) 655-4136 • www.sanangelo.org