



# ScubaFest 2010 Non-Profit Exhibitor

Crowne Plaza North  
 6500 Doubletree Ave, Columbus, OH 43229  
 March 19 – 21, 2010

## BOOTH PACKAGE

Each 8' D x 10' W space includes a 2.5' x 8' draped table and 2 chairs.

<u>TYPE</u>	<u>PRICING/DEPOSIT</u>
Regular Booth	
By Dec 1, 2009	\$150 / \$ 85
After Dec 1, 2009	\$165 / \$ 85
Table	\$ 50 / \$ 50

**No Space will be held without payment.**

*Please Print Clearly*

Company: \_\_\_\_\_  
 Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State/Prov: \_\_\_\_\_  
 Zip: \_\_\_\_\_ Country: \_\_\_\_\_  
 Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_  
 E-mail: \_\_\_\_\_  
 WEB: \_\_\_\_\_

Booths requested (Order of preference)

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_ 4) \_\_\_\_\_

## BANQUET ENTRÉE SELECTION

Please indicate *Banquet* count desired:

\_\_\_\_\_ Beef    \_\_\_\_\_ Chicken    \_\_\_\_\_ Fish

## BOOTH & ADDITIONAL PAYMENTS

	<u>Quantity</u>		<u>Total</u>
Booths:	_____	@ _____	\$ _____
Table:	_____	@ _____	\$ _____
Electricity:		@ \$ 50	\$ _____
Banquets:	_____	@ \$ 40	\$ _____
		<b>Total:</b>	\$ _____
<b>Deposit:</b>		@ _____	\$ _____

We accept payments via PayPal account, credit cards via PayPal or payment by check. To pay via PayPal, go to the Registration tab [www.ScubaFest.org](http://www.ScubaFest.org) and follow the instructions. In addition, fax this completed form to 614-317-1873 or mail to the address below.

To pay via check, make payable to **ScubaFest** and mail with the completed contract to the address below.

\$35 fee for returned checks

Please mail contract & payment to:  
**ScubaFest**  
**PO B 85**  
**Summit Station, OH 43073**  
 E-mail: Exhibitor@ScubaFest.org

**BADGES:** Two (2) issued per booth / One (1) per table

Name: \_\_\_\_\_

Name: \_\_\_\_\_

## RULES & REGULATIONS

I have read the rules and regulations on page 2 and the undersigned agrees to abide by and conform to the intent of ScubaFest. The Exhibitor agrees to hold harmless ScubaFest, the Crowne Plaza North and their officers, directors, employees and agents from and against any actions, losses, costs, damages, property or bodily injury to the exhibitor, his agents, representatives or employees by reason of the exhibitor's occupancy or use of the facilities.

Execution of this contract signifies that you and your company full accept the term and conditions.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### **Office Use Only**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Assigned Booth(s): \_\_\_\_\_

Deposit: \_\_\_\_\_ Date: \_\_\_\_\_

Balance: \_\_\_\_\_ Date: \_\_\_\_\_

## ScubaFest 2010 Non-Profit Exhibitor

### EXHIBIT SPACE RENTAL AGREEMENT RULES & REGULATIONS FOR EXHIBITORS

*Note: The word "Exhibitor" refers to the applicant for exhibit space listed on the first page of this document, "Facility" refers to the Crowne Plaza North.*

**1. PAYMENT:** A minimum \$85 deposit for each booth or \$50 per table must be received with this application/contract. Contracts will only be accepted with payment. ALL Booths MUST be paid in full by January 10, 2010. Any contract received after January 10, 2010 must be for full payment.

**2. MULTIPLE BOOTH DISCOUNT:** There are no discounts for additional non-profit booths.

**3. CANCELLATION:** Cancellations must be received in writing. It is acknowledged that ScubaFest and the Exhibitor will sustain certain losses in the event of cancellation after space has been assigned. Therefore, the Exhibitor agrees to pay the following amount as liquidated damages in the event the Exhibitor must cancel its space on or within the time period specified below:

<b>Time Period</b>	<b>Liquidated Damages</b>
Cancellation after January 15, 2010	50% of Booth Cost
Cancellation after February 19, 2010	No Refund

#### **4. OPERATION:**

**SUBJECT TO REMOVAL:** ScubaFest reserves the right to refuse rental of space, cancel and or evict the exhibitor where the display of goods, services or operation of the booth or conduct is deemed objectionable or otherwise not compatible with the general character and its objectives. ScubaFest will not be liable for refunding space and or equipment except at its own discretion.

**RETAIL SALES** and delivery at the show or at any site on the Crowne Plaza North campus of equipment used for scuba life support is not permitted. Prohibited are: Scuba Tanks, Regulators, BCD's, Rebreathers, Dry Suits and Computers.

**TAXES:** Collection and payment of any State or Local Sales Taxes is the responsibility of the Exhibitor. Ohio Tax Forms will be included in your Exhibitor Packet.

**BOOTHS/TABLES:** Shall be open and staffed during scheduled show hours as defined in section #5.

**SALES OR PROMOTION** outside of the Exhibitors booth/table is not allowed.

**VISUAL & AUDIO** levels must be operated as to not inconvenience neighboring Exhibitors.

**DISPLAYS:** ALL displays will be designed to fit completely inside the allotted booth space. Nothing may be placed in any aisle or space outside the designated booth area. Nothing over 10 feet in height. Tables must have full display within the table space.

#### **5. EXHIBIT DATES & HOURS:**

Saturday, March 20, 2010 10 am - 5 pm

Sunday, March 21, 2010 10 am - 4 pm

**ALL booths/tables must remain open and operational during regular show hours Saturday and Sunday.**

#### **6. INSTALLATION & DISMANTLING:**

**Set-up** is Saturday, March 20, 2010 7:00 am - 10:00 am.

ScubaFest volunteers will be available during set-up.

**Breakdown** may not begin before 4 pm Sunday March 21<sup>st</sup>.

**7. BOOTH PACKAGE:** Your 8'D x 10'W booth space will consist of 8' high back drape, 3' high side rails with drapes, 2 chairs, 1 draped table 2.5' x 8'. Tables will not have back and side draping.

**8. LIABILITY EXCLUSION:** ScubaFest management will take reasonable precautions to safeguard the exhibitor's property and may employ guards. However, show management will not be liable for loss or damage to the property of the Exhibitor or his representatives or employees from theft, fire, accident or any other cause beyond its control. Exhibitor agrees to save the exhibit hall owner, employees and show management and their agents and employees free and harmless of and from all claims, demands, damages and liability of whatsoever kind and character asserted by any person or persons on account of any loss or damage to property or injury to or death of any persons occurring upon or about the leased premises arising out of the use of the leased premises by exhibitor.

**9. INABILITY TO PERFORM:** If show management should be prevented from holding the Exposition or if it cannot permit the exhibitor to occupy his/her space due to circumstances beyond its control, including, but not limited to strike, civil disobedience, and/or acts of God, show management will refund in a credit toward next show to the exhibitor the amount of the rental paid by him, less a proportionate share of the exposition expenses, and show management shall have no further obligation or liability to the exhibitor. If the exhibitor shall have made no rental payment, he nevertheless shall be obligated to pay his/her proportionate share of such expenses.