

# Wisconsin/Northern Illinois Construction, Municipal & Landscape Expo 2012

February 1st & February 2nd 2012

**Wisconsin Exposition Center At State Fair Park West Allis, Wisconsin**

Exhibitor \_\_\_\_\_ Contact \_\_\_\_\_  
 Street Address \_\_\_\_\_ PO Box \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Ext. \_\_\_\_\_ Fax \_\_\_\_\_  
 Cell Phone \_\_\_\_\_  
 Email \_\_\_\_\_ Website \_\_\_\_\_  
 1) Company Description (25 words or less) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2) Minimum 10'x10' (Includes 8' high back drape, 3' high side drapes, company sign.)  
 ( Does not include electricity and furnishings)

<i>Booth Size</i>	<i>Cost</i>	<i>Booth Size</i>	<i>Cost</i>	<i>Booth Size</i>	<i>Cost</i>
<i>100sf</i>	<i>\$875</i>	<i>600sf</i>	<i>\$4350</i>	<i>1400sf</i>	<i>\$7900</i>
<i>200sf</i>	<i>\$1750</i>	<i>800sf</i>	<i>\$5400</i>	<i>1600sf</i>	<i>\$8400</i>
<i>300sf</i>	<i>\$2500</i>	<i>1000sf</i>	<i>\$6250</i>	<i>2,000sf or over</i>	<i>\$4.35sf</i>
<i>400sf</i>	<i>\$3200</i>	<i>1200sf</i>	<i>\$7150</i>		

**50% deposit and contract due within 10 days after registering. Balance due 12/01/11**

3) Size \_\_\_\_\_ ft.x \_\_\_\_\_ ft. \_\_\_\_\_ sq. ft. Cost \_\_\_\_\_ 4) Location preference 1st \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Indicate Companies you do not want to exhibit near 1st \_\_\_\_\_ 2nd \_\_\_\_\_

5) Quantity of free guest passes for your prospects and customers \_\_\_100 \_\_\_500 \_\_\_1000 \_\_\_Other

Acceptance of this agreement by Advanced Expos represents a binding contract by the exhibitor to exhibit at the expo and abide by the terms and conditions for the Wisconsin Construction, Municipal & Landscape Expo. All payments are non-refundable.

Printed Name \_\_\_\_\_ Title \_\_\_\_\_  
 Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_ VISA \_\_\_ AMEX \_\_\_ MasterCard

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Amount \_\_\_\_\_ Expiration date \_\_\_\_/\_\_\_\_ Is this a corporate card? \_\_\_ Visa only Code \_\_\_\_\_

Cardholder Name: \_\_\_\_\_ Postal Code \_\_\_\_\_

**Mail your contract with check or Credit Card information to:**  
**Advanced Expos LLC** Phone: 860-529-1589  
**PO Box 359** [dena@advancedexpos.com](mailto:dena@advancedexpos.com)  
**Ellington, CT 06029** Fax: 860-872-5857

## **Terms and Conditions**

### **Wisconsin/Northern Illinois Construction, Municipal & Landscape Expo 2012**

#### **Booth Fees**

- Total booth fee is due in the event an exhibitor should cancel his booth. The booth must be paid in its entirety prior to move-in.
- Failure of an exhibitor to pay the booth fee at the indicated times would result in the entire booth fee coming due.
- Cancellation of the exposition is cause for the exhibitor to receive a refund of all amounts paid. Exceptions would be for natural disasters (hurricanes, tornadoes, snow storms etc.), labor strife and labor strikes causing cancellation or show delays.
- Exhibitors are not allowed to cancel their contract because their booth assignment requests have not been realized. Further, management is not liable to comply with an exhibitors particular booth request.
- Subletting of space is not allowed and could result in dismissal from the exhibition
- If in the opinion of management the goals or exhibition themes are not being realized by the exhibitor, management is under no obligation to rent space to the exhibitor in question.

#### **Codes and Taxes**

- The meeting of all local, city and state fire and safety codes are the responsibility of the exhibitor.
- If an exhibitor does not conform to the guide lines set forth by management then his exhibit will be prohibited.
- Payment of taxes and license fees to local, city and state agencies when it is required by the law is the responsibility of the exhibitor. A sales tax authorization must be displayed at all times in the booth if the exhibitor is selling products or services at their booth.

#### **Insurance**

- A certificate of insurance is required naming management as the co-insured. If it is not provided by the exhibitor, management may prohibit the exhibitor from setting up his booth.
- A policy for comprehensive liability insurance and contractual liability insurance in the amount of not less than \$1,000,000 for personal injury and property damage must be in the possession of the exhibitor prior to setup.
- Theft and fire insurance policies are recommended.
- Exhibitors are required to be covered by liability insurance (naming Advanced Expos LLC as the co-insured) of not less than \$300,000 for any injury to each person and not less than \$1,000,000 for each accident and not less than \$100,000 property damage for each accident to protect against possible claims.
- The exhibitor shall assume full responsibility for property damage, personal injury or death to any individual or party due to the exhibitor's participation in the exhibition.

#### **Indemnification**

- Each exhibitor agrees to indemnify and release from responsibility Advanced Expos LLC, its subcontractors, and facility management from all liability, claims, property damage and losses which might occur from an exhibitor's participation in the exhibition and subsequent activities.

#### **Exhibits**

- Exhibitors are not allowed to take down their booths prior to the official closing time of the show. In doing so the exhibitor risks receiving a \$100 fine and will not be allowed to participate in the following years show.
- Exhibits may not obstruct the view of neighboring exhibits. Sides of displays should not extend more than three feet from the rear of the booth. This would not apply to display areas.
- Advanced Expos LLC and facility management shall reserve the right to interpret change and enforce rules that it deems necessary and in the best interest of the exposition.