



Exhibit Booth Application

Rainbow Alliance of the Deaf Conference 2017
August 8 - 12, 2017

Hyatt Regency Pier 66
2301 SE 17th Street, Fort Lauderdale, Florida 33316

Deadline: July 1, 2017

**** PLEASE PRINT CLEARLY, Thank You ****

Name of Organization: _____

Contact Name: _____

Mailing Address: _____

City: _____

State: _____

Zip Code: _____

Telephone: _____

Email: _____

(Check the box:)

Videophone
 Voice

Cell
 Text

Other

Fax: _____

Email: _____

Name(s) of person(s) working in booth: _____

Please check how many Exhibit booth Attendant Badge(s)

_____ One

_____ Two

(This badge will not entitle you to attend any other RAD functions)

Do you need electrical outlet for your booth?

_____ Yes (additional \$25.00)

_____ No

Do you need internet access?

_____ Yes

_____ No

• **Conference Program Book/Booth Identification Sign**

Print the following information exactly as you wish it to appear in the Conference program book and booth identification sign.

Exhibitor: _____

City/State: _____

(Past deadline/last minute signs will be handwritten)

| Exhibit Fees | Non-Profit | Profit |
|--------------------------------|------------|--------|
| One 6' x 30" table & 2 chairs | \$150 | \$200 |
| Two 6' x 30" tables & 4 chairs | \$175 | \$225 |
| Electrical outlet | \$25 | \$25 |

RAD 2017 Host Conference is currently accepting applications for exhibition space.

- Exhibits will be held in specified rooms, which are carpeted at the Hyatt Regency Pier 66, 2301 SE 17th Street, Fort Lauderdale, Florida, 33316. Each booth will include a 6' table and two chairs. Exhibitors will be listed and receive one copy of the conference program book and two personnel badges for the exhibits area.

Exhibits Date and Times & Set up/ Tear down

| Set-Up | | Exhibit Showcase | |
|---------------------------------------|--------------------|---------------------------------------|--------------------|
| Wednesday Aug. 9 th , 2017 | 8:00 am to 9:00 am | Wednesday Aug. 9 th , 2017 | 9:00 am to 5:00 pm |
| Teardown | | Thursday Aug. 10 th , 2017 | 9:00 am to 5:00 pm |
| Saturday Aug. 12 th , 2017 | 4:00 pm to 5:00 am | Friday Aug. 11 ^h , 2017 | 9:00 am to 5:00 pm |
| | | Saturday Aug. 12 th , 2017 | 9:00 am to 4:00 pm |

Booth fee includes recognition in Conference Program Book.

★ Cancellation of Exhibit Contract

→ Should an Exhibitor wish to cancel this contract, the refund is as follows:

- ◆ Notification of cancellation of contract on or before July 1st, 2017—refund of 50% of contract cost;
- ◆ Notification of cancellation of contract on or after July 2nd, 2017 or if Exhibitor fails to occupy the space the RAD 2017 Host Conference retains 100% of contract costs.

◆ **Notes: Exhibitor contracts are not considered cancelled unless the RAD 2017 Host Conference has received notice in writing. No exceptions.**

→ Please note: You are responsible for signage and decoration of your space.

There are a limited number of booth spaces available at both locations.

Exhibitor Agreement

- In accordance with the rules and regulations governing rental or exhibit spaces on the accompanying page of this contract, the undersigned hereby applies for exhibits space at the RAD 2017 Conference in Fort Lauderdale, Florida, August 8 - 12, 2017. We understand that these regulations are incorporated into this contract by reference. This application becomes a contract when accepted and confirmed by RAD/RAD 2017 Host Conference Exhibit Coordinator.

★ We understand that all exhibit fees are to be paid in full upon submission of signed contract.

(Signature of Representative in Charge)

(Date)

→ Check is to be made payable to RAD 2017 Conference.

Booth registration form is to be completed and returned with payment by July 1, 2017 to:

Barbara Hathaway, Treasurer

c/o Exhibit Booth

PO Box 1616; Langley, WA 98260

Question(s) - Email: sponsor@deafrad.org

RAD 2017 CONFERENCE EXHIBIT RULES AND REGULATIONS

The following rules and regulations had been designed for the benefits of all exhibitors. RAD/RAD 2017 Host Conference requests the full cooperation of the exhibitors in their observance. We reserve the right to terminate the exhibitor's display privileges at any time for breach of any of these terms, rules and regulations. Such termination may be effective during the conference, at which time the exhibitor is required to close his/her exhibits upon receipt of notice of termination and thereafter remove his/her exhibit from the exhibition hall as soon possible without disruption of the meeting. An expulsion of such exhibitor under these rules shall not give rise to a claim for refund of the fees paid by such exhibitor.

- **Booth Sales:**

- Exhibitors shall be solely responsible for the payment of any licensing fees, states tax, or the collection and payment of any sales or other tax necessitated by any sale of promotion within its booth during the course of the RAD Conference. RAD/RAD 2017 Host Conference shall not be responsible for the payment of such fee or tax and exhibitors hereby expressly hold RAD/RAD 2017 Host Conference harmless for the obligation of the payment of any such fee or tax and further agrees to indemnify RAD/RAD 2017 Host Conference in the event that a demand for the payment of any such fee or tax is made upon RAD/RAD 2017 Host Conference.

- **Default in Occupancy:**

- A failure of any exhibitor to occupy space contracted for is not relived of the obligation of paying the full rental and deposit of such space as provided in the signed application. If not occupied by the time set for completion of installation of display, such space may be possessed by RAD/RAD 2017 Host Conference. If the exhibitor fails to occupy the space, RAD retains 100% of contracted costs.

- **Exhibits Booth Representatives:**

- Each staff assigned to staff exhibit booths must wear a RAD 2017 Conference Exhibitor badges or the RAD registration badge at all time. Each exhibitor is entitled to two free personnel identification badges per booth. **NOTE:** Exhibitor badge does not permit access by exhibit personnel to any Conference functions or workshop.

- **Setup and Tear Down of Exhibits:**

- Each exhibitor is encouraged to set up exhibit booth on Wednesday, August 9th, from 8:00 A.M. - 9:00 A.M. The RAD/RAD 2017 Host Conference reserves the right to determine the appropriateness of exhibit space and materials. Each exhibitor must tear down exhibit booth on Saturday, August 12, from 4:00 P.M. – 5:00 P.M.

★ **NOTE:** The exhibit area must be cleared of all exhibit materials by 5:00 P.M. on Saturday, August 12.

- **Insurance and Security:**

- The RAD/RAD 2017 Host Conference will provide peripheral security in the Exhibit Hall from the set up to the tear down as well as closed hours of the exhibition. The RAD/RAD 2017 Host Conference will not accept any responsibility for the protection of exhibitor's materials and displays during the conference. Exhibitors are expected to carry all risk insurance on their exhibits, utilize lock boxes and/or arrange for their own security in the booths.

- **Interpreting Service:**

- The RAD/RAD 2017 Host Conference will not provide interpreters for exhibitors. Exhibitors are responsible for their interpreting services.

● **Liability:**

- It is agreed by the RAD/RAD 2017 Host Conference and exhibitor that the RAD/RAD 2017 Host Conference shall have no liability whatsoever to an exhibitor, his/her employees or business. It is with an understanding and agreed that all claims against the RAD/RAD 2017 Host Conference for any such damage, loss or injury are expressly waived by exhibitor and assumed as exhibitor's responsibility. Space is leased with understanding the RAD/RAD 2017 Host Conference will act for exhibitor and his/her representative only in the capacity of agent and not as principal.

It is fully understood and agreed that RAD/RAD 2017 Host Conference shall not be liable to an exhibitor for any lost profits, sales, or business opportunities.

● **Restricted Usage of Space:**

- Two or more organizations cannot share booth spaces. No exhibitor may sublet, assign, or share any part of the space allotted them without written consent of the RAD/RAD 2017 Host Conference.

Solicitation or demonstration must be conducted within the assigned booth space.

Nothing can be affixed to any wall or pillar; nails, hooks, staples, tape, Velcro, etc. of the hotel without permissions. Repairs for any damage will be charged to the exhibitor.

Exhibitors cannot sell food or beverage.

Helium balloons shall not be used or give away by exhibitors.

Glitter, confetti, or similar items shall not be used on tables or floor in carpeted areas, or given away by exhibitors.

★ **We have read and agreed to abide by the rules and regulations as set forth in this contract.**

(Signature/Representative in Charge)

(Date)

OFFICE USE ONLY:

Received: ____ / ____ / ____

Check #: _____

Confirmation Sent:

Date: ____ / ____ / ____