

# SPE Thermoforming Conference

Sponsor/Exhibitor Reservation Form

September 24-26, 2018

Fort Worth Convention Center

Fort Worth, Texas

\_\_\_\_\_ YES! We want to apply as a 2018 Thermoforming Conference SPONSOR.  
Enclosed is our non-refundable payment of \$2,500. The additional \$2,500 sponsor fee is due in full on or before March 23, 2018. Additional 10'x10' booths are available at discounted rates:  
2nd booth: \$2,250, 3rd booth: \$2,000, 4th booth or more: \$1750 each.

\_\_\_\_\_ YES! We want to be a 2018 Thermoforming Conference EXHIBITOR.  
Enclosed is our payment of \$2,500. Additional 10'x10' booths are available at discounted rates:  
2nd booth: \$2,250, 3rd booth or more: \$1,750 each.

WE REQUIRE #\_\_\_\_\_ BOOTHS

FIRST CHOICE #\_\_\_\_\_ SECOND CHOICE # \_\_\_\_\_ THIRD CHOICE # \_\_\_\_\_

WE WILL DISPLAY MACHINERY (*please describe*): \_\_\_\_\_  
(Companies that display machinery are eligible for an additional booth at no charge.)

COMPANY NAME: \_\_\_\_\_ CONTACT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

COUNTRY: \_\_\_\_\_ PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

EXHIBITOR KIT CONTACT: \_\_\_\_\_ KIT CONTACT EMAIL: \_\_\_\_\_

COMPANY WEBSITE ADDRESS: \_\_\_\_\_ TWITTER HANDLE: \_\_\_\_\_

CREDIT CARD (VISA, MC, AMEX): \_\_\_\_\_ TOTAL PAYMENT: \_\_\_\_\_

CARD NUMBER: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

CARD HOLDER'S NAME: \_\_\_\_\_ PAYMENT AMOUNT: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

OR MAKE AND MAIL CHECK PAYABLE TO:

**SPE Thermoforming Division**  
**P.O. Box 1578**  
**Carmel, NY 10512**

I agree to the terms and conditions that appear on the reverse of this reservation form.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Please email this completed form to Lesley Kyle at thermoformingdivision@gmail.com.

## **SPE THERMOFORMING CONFERENCE SPONSOR & EXHIBITOR TERMS AND CONDITIONS**

- 1) Show Management: Exhibitor agrees to abide by the rules and regulations set forth in this contract and those outlined in the SPE 2018 Thermoforming Conference® Exhibitor Service Kit. Exhibitor further agrees to comply with Show Management's enforcement of these rules and regulations.
- 2) Exhibition Fees: Exhibition fees must be paid in full prior to the opening of the SPE 2018 Thermoforming Conference. Exhibitors who have not paid for their booth space and any sponsorship opportunities in full in advance of the Conference will not be allowed to move in or to construct/arrange their booths and displays.
- 3) Deposit and Payment: A 50% sponsor deposit is due upon signing of the contract. The 50% balance is due by March 23, 2018. All exhibitor booth reservations must be accompanied by payment in full.
- 4) Assignment of Exhibit Space: In assigning exhibit space, full consideration will be given to competing products and general grouping of exhibits for proper display and comparison. Every effort will be made for the equitable assignment of space. No firm, organization, individual or company without assigned exhibit space will be permitted to display or distribute products or literature, or solicit business within the exhibit hall. Exhibitor agrees that its intent is to occupy the exhibition space under the corporate/entity name it has provided in the Company Information section of this contract. Exhibitor will not sublet or apportion any of its exhibition space to other individuals, corporations, or entities.
- 4) Cancellation: An Exhibitor may cancel its participation in the Thermoforming Conference. Cancellation requests must be submitted in writing to thermoformingdivision@gmail.com, attention: Lesley Kyle. No refunds will be made after April 13, 2018, and Exhibitor agrees to pay a cancellation charge of 100% of the total booth space rental fee to the SPE Thermoforming Division.
- 5) Exhibition/Booth Space Occupancy: Exhibitor agrees that its booth will remain open until the official show closing. Dismantling prior to the official show closing is not permitted.
- 6) Safety, Fire, and Health: Exhibitor must comply with all safety, fire, and health ordinances regarding the installation and operation of equipment, displays, and exhibit materials. Display materials must be flame-retardant. Hazardous materials of any type are prohibited at all times. The SPE Thermoforming Division is not responsible for the safe operation of any Exhibitor machinery or equipment. Each Exhibitor should carry adequate insurance against all hazards.
- 7) Insurance: Exhibitor shall, at its own expense, secure and maintain the insurance listed below during the full term of the contract, including move-in and move-out. Required coverage: a) Comprehensive General Liability Insurance with limits not less than \$1,000,000 each occurrence, \$2,000,000 aggregate, combined single limit liability for bodily injury, and b) Worker's Compensation Insurance.
- 8) Exhibitor Badges: All Exhibitors are required to wear Exhibitor identification badges at all times during show hours in the exhibit hall. For reasons of liability and personal safety, no one under the age of 21 will be permitted in the exhibit hall during set-up and tear-down. One complimentary full conference and one complimentary exhibits only registration are included with each paid booth space. Additional conference registrations are available for purchase at attendee rates.
- 9) Booth Space Design: All Exhibitors must design, arrange, and set up their booths in accordance with the terms of this contract. Exhibitor will design and arrange its booth in recognition of the rights of other show Exhibitors and show attendees. Booth space physically occupied by Exhibitor shall be limited to the space agreed to by the Exhibitor under the terms of this contract. Exhibitor agrees that booth display will not impinge on common exhibit hall aisles or any booth space occupied by other Exhibitors. Height Restrictions: No booth display shall exceed 8 feet in height without the express written consent of Show Management. Lights, signage, and booth equipment belonging to any Exhibitor may not in any way impede the general sight line of neighboring Exhibitors. Corrections regarding sight line issues may be made and enforced at the discretion of Show Management at Exhibitor's expense. Operation of Audiovisual Equipment: Exhibitors may operate audiovisual equipment within the confines of their booth(s) at acceptable sound levels. Exhibitors should not create un-seemly noise or disrupt general traffic flow of neighboring Exhibitors. Use of noisy and/or disruptive audiovisual equipment may be restricted at the discretion of Show Management.
- 10) A complimentary sponsor banner will be furnished to each first year sponsor. The banner will be reused at the Conference in subsequent years. Sponsors may update their sponsor banner graphics at their own expense.