

MINNECON MINNEAPOLIS TRADE FAIR

JULY 29, 2010 | THE DEPOT | DOWNTOWN MINNEAPOLIS

Exhibitor Space Application and Contract Pg 1 of 2

Company or Organization Name (as it should appear in program materials)

Address

City / State / Zip

Published Telephone Number Web Site Address

Fax Number

Contact Person (to receive all exhibitor materials & information)

Title

Phone Number Email

Number of booths requested _____

Booth Fees (per 8'x 10' booth or 1 tabletop display) – By 7/1/10 After 7/1/10

please check appropriate fee level	<input type="checkbox"/> IIDA Member	\$395	\$595
	<input type="checkbox"/> Non-Member	\$595	\$795
	<input type="checkbox"/> Tabletop	\$225	\$325

Products/Services to be exhibited: _____

Competitors from whom we desire: booth separation: wish to be near:

(note: we will do our best to accommodate your request, but cannot guarantee that it will be possible)

Booth Description – attach separate document of 50 words or less. Description is due upon full payment of booth. All organization descriptions for the Conference Program and are due no later than July 16, 2010. MinneCon cannot guarantee inclusion in the Conference Program to any organization descriptions received after July 16, 2010.

For Validation of this contract you must:

- Enclose payment to MinneCon for total charges. If paying by check, payment must be received within two weeks of receipt of agreement.
- Accept all terms and conditions appearing in this agreement. (see reverse side)
- Agree that the space assigned shall be accepted by us unless rejected within ten (10) days of notice.

The undersigned hereby authorizes MinneCon to reserve exhibit space and/or sponsorship, for use by the above organization during the MinneCon at The Depot, Minneapolis, MN. The undersigned hereby acknowledges receipt and agrees to abide by the terms and conditions of the contract, and to all conditions under which exhibit space at The Depot Minneapolis is leased to MinneCon.

Signature _____ Date _____

Print Name _____

To reserve your space – complete form and

Fax (with credit card information) to:
952-252-8096

Mail (with check) to:
IIDA Northland Chapter Office,
Attn: Sean R. Schuette
5353 Wayzata Boulevard – Suite 207
Minneapolis, MN 55416

Payment Method

- Check payable to IIDA Northland Chapter
- Mastercard
- Visa
- American Express

Amount \$ _____

Card Number _____

Expiration Date _____

Name as it appears on card _____

Signature _____

FOR OFFICE USE ONLY

Booth(s) assigned _____

Cost \$ _____ Paid \$ _____

Date _____ Payment Method _____

Authorized Signature _____

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Exhibitor Space Application and Contract Pg 2 of 2

Fee Schedule:

Exhibitors agree to make payments in full no later than one week before day of event July 29, 2010.

Exhibitor Booth Personnel:

The exhibit fee includes two registrations per company. Exhibitors must submit names prior to event. Complete form at bottom of this page for easy sign up.

Exhibits:

All exhibits are subject to event approval. Exhibitors must comply with all rules of hosting facility. Payment is required with all reservations. Registrants liable for any NSF check fees or similar cost. Reservations cannot be guaranteed without payment. Schedules and related information will be provided approximately three weeks prior to the event.

Sub Leasing Space or Space Sharing:

Exhibitors shall not allow any other corporation person or other entry to use the space allotted to the Exhibitor, nor shall the Exhibitor display articles of material that are not those of the Exhibitor.

Electricity:

Electricity will be coordinated directly with the hotel and paid for at the Exhibitors cost.

Liability:

Each exhibitor is responsible for its own property brought into the hall. MinneCon management does not guarantee exhibitors against loss, damage or theft of any kind. Exhibitors shall indemnify and hold harmless MinneCon, IntrinXec Management inc., and the Depot. If the premises are defaced or damaged by any act of negligence by and Exhibitor, its agents or guest, the Exhibitor will pay for any and all expenses incurred by damages to physical property, caused by Exhibitors, hauler, or other contractors engaged for the purpose of moving exhibits and equipment into and out of the building.

Names of booth personnel:
