

Texas Pageant Expo 2010 - Terms and Conditions

1. APPLICATION AND ELIGIBILITY:

It is understood that the Icon Development Group, producers of the Texas Pageant Expo, (herein referred to as TPE) reserves the right to reject a request for booth space subject to prior commitments and the right to assign booths at its discretion. TPE further reserves the right to decline and prohibit exhibits not approved by them. All aisle space in the Imperial Ballroom belongs to TPE.

2. EXHIBITOR IDENTIFICATION (BADGES):

Included in the cost of the booth rental are up to four (4) exhibitor badges. ALL EXHIBITORS MUST WEAR THEIR BADGES AT ALL TIMES.

3. EXPO HOURS/STAFFING OF BOOTHS:

Exhibit booths must be staffed during Expo hours. Exhibitor badges and event tickets are required for entrance into the Texas Pageant Expo. Additional tickets may be purchased prior to the Expo or On-Site.

The tentative schedule for Expo is as follows:

- Attendee Hours - The Expo will be open to Attendees from 10am - 8pm on Saturday, January 9, 2010.
- Exhibitor Hours - Exhibitors will be able to set up at 7am on Saturday, January 9, 2010.

4. LOCATION OF TRADE SHOW:

Booths will be erected in the Imperial Ballroom at the Hyatt Regency Houston-Downtown

5. INSTALLATION OF BOOTHS:

Installation hours for Exhibitors are 7am - 9:45am on Saturday, January 9, 2010. ALL EXHIBITS MUST BE SET UP BY 9:45 am

6. FAILURE TO OCCUPY:

Any space not occupied by 12pm on Saturday January, 9, 2010 shall be forfeited by the Exhibitor and space may be resold, reassigned, or used by TPE or Exhibit staff, without refund, unless a request for delayed occupancy has received prior approval.

7. DISMANTLING OF EXHIBITS:

No exhibitor may dismantle prior to the close of the show at 8pm on Saturday, January 9, 2010 without approval from TPE. Dismantling prior to the close of the show without approval will jeopardize your ability to contract space for the following year.

8. SCHEDULE CHANGES:

TPE further reserves the right to alter the time to agree with changes in schedules.

9. BOOTHS AND FURNISHINGS, EQUIPMENT AND SERVICES:

A uniform style Exhibit Booth will be furnished consisting of draped material on aluminum framework with backdrop 8' high, side rails 3' high, one skirted 6' table with two chairs per booth. Exhibit displays must not project so as to obstruct the view of the adjacent booths. Booths are 10' wide and 10' deep. Exhibitors, per booth purchased, will receive 4 Exhibitor admission passes

10. EXHIBITOR HANDLING MATERIALS:

Exhibitors are welcome to transport and carry in their own materials without charge, providing delivery does not take place in advance of set-up date. Exhibitors may use the hotels drayage and advanced shipment services for a fee. Such delivery shall be marked as follows:

Company Name
c/o Texas Pageant Expo
Hyatt Regency Houston-Downtown
1200 Louisiana Street, Houston, TX 77002

11. ADDITIONAL EXHIBITOR SERVICES:

All other available Expo services are outlined in the Booth Reservation Application.

12. CONTROLLING ACCESS DIMENSIONS:

Door dimensions - 12' wide and 8' high (if individual exhibit pieces exceeds these dimensions, contact Hyatt Regency for information.) Freight elevator -- 2,500 lbs.

13. SHARED BOOTH SPACE:

Exhibitors may only assign the contracted booth space under Option C: Shared Booth Reservation. Shared Exhibitors must comply with all Terms and Conditions outlined by the TPE. Exhibitors may not permit the display, promotion, sales or marketing of non-Exhibitor products or services.

14. EXHIBITOR SOLICITATION:

No Exhibitor advertising, personal solicitation or material distribution will be permitted to extend beyond the booth space reserved. In addition only organizations renting booths may distribute literature, products, and services. TPE reserves the right to remove or eliminate any objectionable exhibits, person(s), advertising, souvenirs, or any other feature of action which might harm or impair the high standards of the Texas Pageant Expo and the Hyatt Regency Houston-Downtown

15. INSURANCE:

Insurance on all exhibits is at Exhibitors own expense.

16. LIABILITY:

Neither the Icon Development Group, TPE, the employees thereof, nor their representatives, or the Hyatt Regency Houston-Downtown will be responsible for fire, theft, damage, delay, mechanical failure, labor trouble or any cause whatsoever, while exhibits and merchandise are in transit, within the Hyatt Regency Houston-Downtown or while being moved into or out of the facility. SMALL OR EASILY PORTABLE ARTICLES OF VALUE SHOULD BE PROPERLY SECURED OR REMOVED FOR SAFEKEEPING AFTER EXPO HOURS.

17. CANCELLING EXHIBITORS:

In case said premises shall be destroyed by fire or the elements, or by any other cause, or in the case of other circumstance deemed by TPE to make it impossible for the management to permit the said premises to be occupied by the said Exhibitor for the uses herein specified, then and thereupon this contract shall terminate and the said Exhibitor shall and does hereby waive any claim or compensation except the pro-rata return of the amount paid for space rental, should said contract be so terminated.

18. SPECIAL BOOTH CONSTRUCTION:

Special booth construction at Exhibitor's expense is permitted, but it is advisable to submit plans for such work for an approval in advance to TPE. Special booth construction must comply by hotel standards and fire code regulations. TPE reserves the right to inspect and reject.

19. NOISY OR DISRUPTIVE EQUIPMENT:

If the operation of any equipment or apparatus produces noise or vibration of sufficient volume or odors found to be annoying to neighboring exhibitors or guests, it will be necessary to discontinue such operation.

20. PROTECTION OF HYATT REGENCY HOUSTON-DOWNTOWN PROPERTY:

It shall be agreed by the individual Exhibitors and any transporters, installers, or other contractors engaged for the purpose of moving exhibits and equipment into and out of the buildings of the Hyatt Regency Houston-Downtown shall be compensated for any expenses incurred in repairing damages or injuries to the physical property of the facility resulting from the handling or the movement of such exhibits and equipment on the premises. Nothing shall be posted on, or tacked, nailed or screwed or otherwise attached to columns, walls, floors, or other parts of the building or furniture. Anything in connection therewith, necessary or proper, for the protection of the building, equipment or furniture therein, will be at the expense of the Exhibitor. Seek the Hyatt Regency Houston-Downtown Hotel Management or any assistance required in connection with this ruling.

21. MISCELLANEOUS: TPE shall have full power to make such Terms and Conditions for said Expo as it may deem proper and may amend same at any time, and the Exhibitor agrees to abide by each and every one thereof.

Texas Pageant Expo 2010

Booth Reservation Application

(please print)

Please reserve an exhibit booth(s) for our company at the Texas Pageant Expo (herein referred to as TPE) held on January 9, 2010. The 16,000 square foot tradeshow is located in Imperial Ballroom of the Hyatt Regency in Downtown Houston, TX.

We agree to abide by the TERMS and CONDITIONS that are attached and made a part of this CONTRACT.

Company _____ Website Address _____

Name _____ E-mail address _____

Address _____ City _____ State _____ Zip _____

Phone Number _____ Fax Number _____

Describe Services or Product for Expo _____

EXHIBIT BOOTHS - PAYMENT IN FULL MUST ACCOMPANY THIS CONTRACT

Option A: 10' x 10' Booth	Before Dec. 1, 2009 - \$350	After Dec. 1, 2009 - \$400
Option B: 15' x 10' Booth	Before Dec. 1, 2009 - \$500	After Dec. 1, 2009 - \$500
Option C: 10' x 10' Shared Booth* (2 Exhibitors maximum)	Before Dec. 1, 2009 - \$350	After Dec. 1, 2009 - \$400

*Exhibitors sharing a booth must complete separate applications

Number of booths desired _____ Booth type (Option A, B, or C) _____
Booth preference(s) 1. _____ 2. _____ 3. _____ 4. _____ 5. _____

(Please select five (5) booth choices. Booths reserve quickly and your first choice may not be available.)

Main Stage and Runway Reservation - \$75 per 50 minute time block*

*The stage and runway will be available to Exhibitors to conduct product demonstrations, seminars, fashion shows, etc

Time Block(s) desired _____ ALL TIME BLOCKS ARE NOW RESERVED

Electricity Usage - \$130 per booth*

*Only available to booths along angled walls.

TOTAL AMOUNT \$ _____

CANCELLATION POLICY: If this contract is cancelled prior to 5 business days from the date listed below, a refund will be made, less \$50 cancellation fee. NO REFUNDS will be made 5 business days after the date listed below. Cancellations must be in writing. I/we have read and understood the Terms and Conditions set forth by TPE and agree to abide by all Terms and Conditions as contained in these pages.

Signature _____ Date _____

PAYMENT METHOD: Forms of payment include credit card, check or money order payable to: Icon Development Group. Payments by credit card will incur a 3% handling charge. **FAX** application to 214-965-9261 - Attention: Texas Pageant Expo, **EMAIL** a scanned copy of application to info@TexasPageantExpo.com, or **MAIL** to Texas Pageant Expo, 2633 McKinney Ave., Suite 130-205, Dallas, TX 75204

Check made payable to: Icon Development Group VISA MASTERCARD DISCOVER AMEX

Card Number _____ Exp. Date _____ CVV _____

Cardholder's Name _____ E-mail Address _____

Billing Address _____ City _____ State _____ Zip _____

Phone Number _____ Authorized Signature _____

FOR TPE USE ONLY:
Date Received _____ Amount Received _____ Check # _____

FAX: Form to 214-965-9261 - Attention: Texas Pageant Expo
EMAIL: Scanned Copy of Application to info@TexasPageantExpo.com
MAIL: Texas Pageant Expo, 2633 McKinney Ave., Suite 130-205, Dallas, TX 75204