

2012 EXHIBITOR CONTRACT
Virginia Association of Nonprofit Homes for the Aging
VANHA Annual Conference and Trade Show
June 18-20, 2012 The Cavalier, Virginia Beach, Virginia

PLEASE TYPE OR PRINT CLEARLY ON THIS FORM

CONTACT NAME: _____

COMPANY NAME: _____

(Please print company name clearly. Name on trade show booth sign will appear exactly as written above.)

MAIL ALL CORRESPONDENCE TO:

Name _____ Street _____ City _____ State _____ Zip _____

TELEPHONE: _____ FAX: _____ EMAIL: _____

A MAXIMUM OF 3 STAFF IS ALLOWED IN EACH BOOTH. NAME(S) OF INDIVIDUAL(S) REPRESENTING YOUR COMPANY AT THE TRADE SHOW WILL BE REQUESTED IN ADVANCE OF THE SHOW.

BOOTH FEE – * A \$275, non-refundable deposit must accompany this contract to secure booth space. *****

<u>Early Spring Special: Book by April 1, 2012</u>	<u>Standard Booth</u>	<u>Premium Booth</u>
	<input type="checkbox"/> \$750 Member	<input type="checkbox"/> \$850 Member
	<input type="checkbox"/> \$900 Non-Member	<input type="checkbox"/> \$1,000 Non-Member
April 1 through May 21, 2012	<input type="checkbox"/> \$900 Member	<input type="checkbox"/> \$1,000 Member
	<input type="checkbox"/> \$1,000 Non-Member	<input type="checkbox"/> \$1,100 Non-Member

Check here if you need **ELECTRICITY** (110 watts) **\$80** Please contact VANHA at vanha@vanha.org if you need Internet Access for your booth.

BOOTH PRICE: _____ + ELECTRICITY _____ = \$ _____ Grand Total

Premium Booths are indicated on the floorplan with an asterisk.

Product(s) / Services being displayed: _____
Please provide information on the products or business services you will be exhibiting. This will allow staff to ensure that your booth is located away from your competitors.

Booth Selection:

A diagram of the exhibit hall is attached. **Please indicate your first, second and third choice.** VANHA will make every effort to assign requested space on a first come, first served basis, but does not guarantee such assignment. All booth spaces are 10 ft. wide by 8 ft. deep.

First Choice _____ **Second Choice** _____ **Third Choice** _____

Please make a copy of this contract to keep for your records. Neither the Virginia Association of Nonprofit Homes for the Aging nor its representatives or employees, or The Cavalier Hotel nor its employees or representatives, will be responsible for any injury, loss, or damage that may occur to the exhibitor or to the exhibitor's employee(s) or property from any cause whatsoever. The exhibitor, on signing this contract, expressly releases the aforementioned association, individuals and conference center from any and all claims for such loss, damage, or injury and agrees to participate in our conference.

*****Cancellation Policy:** No cancellation shall be acknowledged until written notice has been received by VANHA. If a cancellation notice is received by close of business May 21, 2012, all sums paid by the exhibitor, less the \$275 non-refundable deposit, will be refunded. 2. **Late Cancellation:** Cancellation after May 21, 2012, obligates the exhibitor to full payment of the rental. No refunds will be made after this date unless all booth space has been sold including cancelled space, in which case the exhibitor will be entitled to a refund less the \$275 non-refundable deposit. 3. **Failure to pay:** Failure to remit the balance of booth rental by May 21, 2012 constitutes cancellation of contract and the reserved space will be subject to resale without refund.

SIGNATURE _____ **DATE** _____

By signing and accepting this contract, the vendor agrees to be present in his/her booth for the full duration of the trade show. At no time during the trade show hours can the booth be without representation. VANHA reserves the right to refuse anyone from exhibiting in our trade show if it is deemed not in the best interest of VANHA.

PAYMENT METHOD _____ Charge Full Amount Charge Deposit Only

Check (Payable to VANHA) MasterCard VISA

Credit Card Number _____ Expiration Date _____ Name of Cardholder _____

Address of Cardholder (Street, City, Zip) _____ Card Security Code _____ Authorized Signature _____
(I authorize VANHA to use this credit card to charge applicable registration fees.)