

NEBRASKA GREEN EXPO

2010 Exhibit Space Contract



ELIGIBILITY

To assure exhibit space for the 2010 show, complete the application contract and return to the Nebraska Green Expo office along with a check or credit card information for booth space fee(s). Contract and full payment of the exhibit fee must be postmarked no later than December 1, 2009, in order to secure a booth space. Exhibitors are encouraged to support the NTA or NNLA with a 2009/2010 membership in the Association. You will note on the exhibit contract that NTA or NNLA member companies receive special exhibit fees.

EXHIBIT AREA/POLICY

Be sure to purchase adequate space for your display! Exhibitors will be limited to the size of the booth space purchased, overflowing into adjacent booths or the aisle will not be tolerated.

The Exhibit Chairman reserves the right to decline or prohibit any exhibit or part of an exhibit which in his opinion is not suitable and in keeping with the character of the Conference. No spaces shall be sublet without the consent of the Exhibit Chairman. Displays will be permitted on the exhibit floor only by official Exhibitors. Distribution of advertising matter by representatives of firms who are not official exhibitors is strictly forbidden.

The Exhibit Chairman reserves the right to restrict the exhibit to a minimum noise level and to suitable methods of operation and display of materials. If for any reason an exhibit or its contents are deemed objectionable by the NE Green Expo, the exhibit will be subject to removal. This reservation includes person, things, conduct, printed materials, or any item of poor character which the NE Green Expo considers objectionable to the Conference's well being. In the event such an eviction or restriction is enforced, the NE Green Expo will not be liable for refunding rental fees or funds for exhibit equipment rental, except at its own discretion. Exhibitor agrees that the NE Green Expo may substitute the actual space assigned to exhibitor if necessary. Assignments will be made by the NE Green Expo Conference Exhibit Committee prior to the Conference.

EXHIBIT SPACES & EQUIPMENT

A single exhibit space is 8' deep by 10' wide, with back drape and side dividers, one 8' draped table, two chairs and one booth identification sign (35 character max) will be provided per exhibitor. Any electrical outlets ordered will be the responsibility and at the expense of the exhibitor who will need to make arrangements directly with the Mid-America Center.

INSTALLATION & DISMANTLING

Exhibitors may have access to the exhibit area for set-up from 8 A.M. to 2 P.M. on Monday, January 11, 2010. Special arrangements can be made to move in early on Sunday, January 10, 2010. Exhibit tear-down on Wednesday, January 13th, 7 am to 12 pm.

EQUIPMENT, SERVICE & SHIPPING

Additional furnishings for exhibits, electricity, etc., are available by ordering directly from the decorator. Exhibitor packets will be sent to the exhibitor once their booth space is confirmed.

SECURITY/LIABILITY

The NE Green Expo and/or their employees-staff will not be responsible for any damage or for the loss or destruction of the exhibitor's property or injuries to the exhibitor, his/her representatives, agents or employees. All claims for such loss, damage, destruction or injury being expressly waived by the exhibitor. Exhibitors must provide their own insurance coverage to protect themselves, their equipment and to cover damage that may be inflicted to the building and/or property of the Mid-America Center or AAA Rents, including carpet and padding on the exhibit floor.

ADMISSION RULES

The NE Green Expo will have sole control over admission of all persons. All persons visiting the exhibit area will be admitted according to the rules and regulations of the exhibit as issued or amended by the authorized representative of the NE Green Expo. Exhibit area will be open to all registered conference attendees who, along with exhibitor representatives, will be required to wear their identification badges as authorized to enter the exhibit area and all other times of the conference.

Note: A special exhibit showing from 2 PM. to 6 PM. on Monday, January 11, 2010, will be open to both registered conference attendees and also open to non-registered persons wishing to view the exhibits. Badges will not be required for this special exhibit showing.

EVENT PARTICIPATION BY EXHIBITORS

Two (2) exhibitor company representatives per booth space purchased will be entitled to free registration for the trade show and conference only. Additional company representatives in the **Exhibit Hall & Conference** may be registered for a special fee of \$20 each. Additional company employees attending the Monday workshops may register on the Expo Registration Form at a later date.

CANCELLATION POLICY

All confirmed/contracted exhibit space cancelled by December 15, 2009 will be subject to a 50% service charge. All cancellations after December 15, 2009 will forfeit the entire booth fee.

AGREEMENT

Anything not covered by these rules is subject to the judgment of the NE Green Expo or its official representatives without appeal.

Each exhibitor, by signing the space application, agrees to abide by these rules and any amendments or additions that may hereafter be established or put into effect by the NE Green Expo or its authorized representatives.

OTHER QUESTIONS

For all other questions please contact Andy Licht at the Nebraska Green Expo office at (402) 475-8873 or Helen Adams at the Nebraska Nursery and Landscape Association Office at (402) 450-7192.

NEBRASKA GREEN EXPO

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Company _____

Contact Person _____ Signature _____

Address _____

City, State, Zip _____

Phone _____ Fax _____ E-mail _____

Exhibit Fees: I'm a member of NNLA NTA

Educational Booth \$75..... \$ _____

NTA or NNLA Member: First Booth \$475..... \$ _____

Non-Members: First Booth \$675..... \$ _____

Multiple Booths: Second Booth \$375.....\$ _____

Booths 3-5: \$300 each..... \$ _____

Booths 6 +: \$250 each..... \$ _____

Total Booth Fee..... \$ _____

Program Advertising..... \$ _____

Sponsorship..... \$ _____

Total Payment..... \$ _____

Credit Card Information: Card type _____ Card # _____

Expiration Date _____ Security Code* _____ Amount _____

Signature _____

* 3 digit number on back of card

Booth Space Selection: List your top three choices

1. _____ 2. _____ 3. _____

Company Representatives: Two exhibitor company representatives per booth space purchased, Additional company representatives may be registered for a special fee of \$20 each. (Excludes Monday workshops)

1. _____ 2. _____

3. _____ 4. _____

5. _____ 6. _____

Mail or Fax to: Nebraska Green Expo
1335 H St. Ste 100, Lincoln, NE 68508
Fax: 402-476-1259