

BOOTH SPACE Application and Contract



April 11- 12, 2018 Huntington Convention Center of Cleveland, Cleveland, Ohio

Please print or type all information. The Fastener Fair 2018 Exhibitor Rules, Regulations, and Information are part of this Contract.

Account Number _____

CONTRACT NO. _____

We hereby apply for booth space according to Fastener Fair 2018 Regulations, Terms & Conditions of participation.

Booth Number _____

Dimensions _____ ft. x _____ ft. = _____ ft²

Booth Space Cost _____ ft² x \$ _____ price / ft² = \$ _____

Co-Exhibitor Fee (\$990 if applicable) \$ _____

Fully Furnished Shell Scheme (\$999 per 10x10 if applicable) \$ _____

Shell Schemes varies by booth size, details available on pg. 4

Product / Services Displayed:

Don't locate us by: **TOTAL \$ _____ USD**

Booth Space	
Booth Size: 100 - 399 ft ²	Price / ft ² : \$28.00 USD
400 ft ² and larger	\$26.00 USD

Marketing Opportunities	
Included with your Booth:	
• Website listing (company name and booth number)	
• Show Guide (company name, contact details, 50 word company profile)	
• Unlimited invitations entitling your customers to free entry to the exhibition	
• Searchable product category listings (4) on website and in Show Guide	
• Booth staff registration badges (3 per 100 sq ft)	

Co-Exhibitors (if applicable)

A charge of \$990.00 USD per co-exhibitor includes Show Guide and Website listing.

Co-Exhibitor Name _____

Contact Name _____

Address _____

City _____ State/Province _____

Postal Code _____ Country _____

Website _____

E-mail _____

Phone () _____ Fax () _____

Authorized Handwritten Signature _____

Printed Name _____

Job Title _____ Date _____

Company Details (As they will appear in the Show Guide)

Company Name _____

Address _____

City _____ State/Province _____

Postal Code _____ Country _____

Website Address _____

Company E-mail _____

Phone () _____ Fax () _____

Company Details 2 Please check appropriate boxes

Main Contact Details

Invoice Contact Details

Name _____

Address _____

City _____ State/Province _____

Postal Code _____ Country _____

E-mail _____

Phone () _____ Fax () _____

Company Details 3 Please check appropriate boxes

Invoice Contact Details

Show Coordinator Contact Details

Name _____

Address _____

City _____ State/Province _____

Postal Code _____ Country _____

E-mail _____

Phone () _____ Fax () _____

PLEASE RETURN THIS FORM BY EMAIL OR FAX TO SECURE YOUR LOCATION

Mack Brooks Exhibitions Inc., 641 West Lake Street, Suite 405 • Chicago IL 60661 • USA
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MACK BROOKS
exhibitions

FASTENER FAIR USA 2018, TERMS & CONDITIONS

1. Duration of Exhibition The exhibition will be open from 10:00 am to 5:00 pm on April 11, and from 10:00 am to 3:00 pm April 12, 2018. During these times booths and exhibits must open to visitors and staff must be in attendance. On no account will exhibitors be permitted to remove goods from the hall prior to 3:00 pm on April 12, 2018. Opening hours may be subject to alteration. The organizers reserve the right to change the dates, location and duration of the exhibition or to postpone the event without exhibitors having the right to claim indemnity.

2. Payment for Space A deposit, non-refundable, of 50% of the total cost must be forwarded with receipt of the contract being signed. Once the contract has been accepted, exhibitors will receive an official allocation for booth space from the organizers. The balance of 50% of the total cost is due on January 15, 2018. Participation by exhibitors is dependent upon the full cost being paid to the organizers before taking up space in the exhibition. If the remaining balance is not paid by the stated date the organizers shall have the right to reallocate the space. An exhibitor is liable for the cost of space booking under the terms of the "Cancellation of Space" clause.

3. Cancellation of Space An exhibitor cancelling his space booking is liable for 50% of the total until January 15, 2018, and 100% of the total cost thereafter by ways of liquidated damages. An exhibitor reducing the size of his space booking after official allocation of booth space is liable for payment of the total charge of his original booking. All cancellations must be made in writing.

4. Insolvency In the event of an exhibitor entering into liquidation, whether compulsory or voluntary (save for the purpose of reconstruction or amalgamation) or, being an individual, committing any act of bankruptcy, or whether a company or an individual, calling any meeting of, or making any arrangement with, his creditors, or permitting any judgement to remain unsatisfied for seven days, or a receiver of any of the assets of the exhibitor being appointed by any distress or execution being levied upon any goods or premises of the exhibitor, the organizers shall have the right to terminate any contract with the exhibitor, to cancel the allotment of space and to retain all monies paid by the exhibitor under such contract.

5. Prohibition of Transfer Exhibitors may not assign, sub-let or grant licences, in respect of the whole or any part of the space allotted to them, nor may any cards, advertisements, or printed matter of firms or companies who are not bona fide exhibitors be exhibited or distributed from any booth.

6. Amendment to Hall Layout The organizers reserve the right to amend the plan of the halls and move the position of booths if required by the hall owners, fire authorities or for any other reason.

7. General Instructions and Regulations Exhibitors must comply with the organizer's regulations, the rules and regulations issued by Huntington Convention Center of Cleveland, and all statutory regulations that have effect in or around the halls.

8. Exhibitors' Manual An Exhibitor Service Manual, which is a guide and step-by-step explanation to the exhibition arrangements, including rules and regulations which must be adhered to, will be available to all exhibitors.

9. Exhibition Tenancy Adequate time will be allowed by the organizers for the erection of booths and technical connections, also for the dismantling of booths and the removal of all exhibits and contractors' materials. The dates and times for these operations will be shown in the Exhibitors' Service Manual. The organizers reserve the right to remove, at a cost to be passed on to the exhibitor, any materials or exhibits that have been abandoned within the halls.

10. Erection of Booths A scale drawing and full details of the shell scheme booths provided by the organizers will be provided to each exhibitor, where appropriate. No exhibitor will be permitted to erect his display goods in such a manner as, in the opinion of the organizers, such actions obstruct the light or impede the viewing along the open spaces or aisles, or the display of other exhibitors is inconvenienced in any other way. All exhibitors must inform the organizers of the names and addresses of any contractor or sub-contractors they may be using by the latest 28 days prior to the opening of the exhibition.

11. Booth furnishings Each in-line booth includes the following: 8' back drape and 3' the side drapes; Sign with company name and booth number. All exhibitors are responsible for the decoration of the booth including carpeting or other suitable floor covering. Shell schemes and turnkey solutions are detailed in the Exhibitor Services Manual.

12. Electrical Installations General lighting within the exhibition hall is supplied but an official contractor has been appointed and a schedule of prices will be submitted to each exhibitor to allow for extra lighting which exhibitors may require within their booths. No other electrical contractor is allowed to work within the exhibition halls.

13. Water, Waste and Compressed Air To be ordered from the Huntington Convention Center on forms contained within the Exhibitor Services Manual.

14. Dangerous Materials The following are excluded from the exhibition: explosives, detonating or fulminating compounds, and all dangerous or harmful substances, including primings, fireworks, matches, etc. Primings, fireworks, matches and similar objects can only be exhibited in the form of imitations and on condition that they contain no inflammable matter. Only goods described at the time of application may be displayed on booths, and any goods not approved by the organizers must be removed from the building.

15. Fire precautions All materials used for building, decorating or covering booths must be of non-flammable material. Exhibitors must comply with any reasonable instructions given by the organizers, or the licensees of the exhibition halls, or any local or other authority.

16. Photographs Commercial photography within the exhibition grounds is only permitted to photographers licensed in writing by the organizers. Licensed photographers have fixed commercial rates. Photography by amateurs is only allowed in approved circumstances and, if this is abused, the organizers reserve the right to cancel this permission.

17. Noise Control The use of video equipment, loudspeakers, tape recorders, film projectors or slide projectors is permitted provided the noise level is sufficiently low to avoid disturbance to visitors and other exhibitors. The organizers reserve the right to exercise their judgement in respect of an acceptable level of noise. The use of musical instruments is expressly prohibited without prior permission from the organizers. Demonstration of noisy machinery must be kept to a minimum to avoid annoyance to visitors and exhibitors. Demonstrations may be limited at the discretion of the organizers.

18. Exhibits Companies in industry, trade and commerce whose products comply with the exhibit categories of Fastener Fair USA 2018 may exhibit. The decision to admit an exhibitor is at the discretion of the organizers. The confirmation of booth space allocation signifies admission to exhibit and is valid only for the exhibitor or named therein. In the event of false assumptions or misinterpretations, the organizer is entitled to revoke admission previously granted.

19. Co-Exhibitors The principal exhibitor (contract partner) must enter names and addresses of any co-exhibitor(s) on the booth space order contract. There is a nominal fee for each co-exhibitor of \$990 US dollars. This charge includes the listing of the co-exhibitor in the exhibition catalogue and on the website.

The acceptance of co-exhibitors is governed by the criteria in the exhibits section. In addition, the conditions of participation, exhibition regulations, terms and conditions apply to these companies. Transfer -even in part -of the rights and obligations arising from rental contract to third party is not permitted. Products and services of companies other than those specified on the application for booth space and contract must not be displayed or advertised in the booth.

20. Sales Regulations No exhibitor shall be permitted to take orders for products/services not listed in the contract. Sold exhibits may only be removed after the event. Statutory laws concerning the sale of goods must be adhered to.

21. Security and Cleaning Security of the halls and exhibition area as well as general cleaning are arranged by the organizers. Cleaning, security and maintenance of the booths are the responsibility of the exhibitors. Contract firms are available for cleaning and security.

22. Close of Exhibition and Removal of Exhibits In the event of any amount being due to the organizers from the exhibitor, his exhibits shall be subject to lien, and no exhibit will be allowed to be removed without an official pass.

23. Limitation of Liability The organizers will not be responsible for the safety of any exhibit or property of any exhibitor, its staff, contractors, or agents or any other persons, or for the loss of, damage or destruction to the same, by theft, fire, storm, tempest, lighting, national emergency, labor disputes, strikes, lockouts, civil disturbances, explosion, inevitable accident, force majeure or any other cause not within the control of the organizers whether ejusdem generis or not, or for any other loss or damage whatsoever, or if by reason of the happenings of any such events, the opening of the exhibition is prevented, postponed or abandoned or the building becomes wholly or partially unavailable for the holding of the exhibition or if the exhibitor suffers any other damage whatsoever. As the organizers will accept no responsibility for any loss or damage suffered by any exhibitor, exhibitors should cover themselves by insurance in respect thereof. Exhibitors should note that there are no circumstances under which the organizers can either become contractually bound to an exhibitor or be regarded as a principal or an agent in relation to any legal agreement into which an exhibitor may enter with a contractor.

24. Law of Contract This contract shall be deemed to be governed by the laws of the State of Illinois. Any notice document acceptance or other communication under or in connection with these contract conditions shall be sufficiently served or given if in writing and posted to or left at the last known business address of the company or person to be served and shall also be sufficiently served or given if sent by telex or telegraphic facsimile transmission to the person to be served and service shall be deemed to be made or acceptance given on the day of transmission if transmitted before 4pm E.S.T. on a weekday but otherwise on the next following weekday.

25. Promotional Activity The distribution of leaflets and promotional material shall be confined to the booth area and is not permitted elsewhere in the halls or the exhibition grounds. Publicity shall be confined to promotion of exhibited goods and shall not be in breach of statutory regulations or good taste, nor shall it be of an ideological or political nature.

The organizers reserve the right to prohibit the display or distribution of advertising matter that could give rise to offence, and to confiscate the supplies thereof for the duration of the event.

Optical, mobile and acoustic publicity aids are permitted provided they do not disturb neighboring exhibitors or render inaudible the public address system in the halls.

The use of audio and visual equipment, amplifiers, etc. and/or live performances by exhibitors at their stands is restricted and details are given in the exhibition regulations. In all cases, exhibitors are themselves responsible for obtaining, at their own expense, the relevant permits in terms of copyright licences and/or performance approval from the respective authorities or institutions. The organizers accept no responsibility in this respect nor any liability which may arise from an exhibitor's failure to obtain clearance.

26. Access to Booths of Other Exhibitors Exhibitors have no right of access to other booths outside the official opening hours unless permission has been obtained from the exhibitor renting the booth.

27. Dismantling Details of the dismantling period are given in the Exhibitors' Service Manual which is available to the exhibitors approximately six months prior to the event. When vacated, the rented floor space must be in its original condition.

28. Conduct of Exhibitors and Contractors The organizers reserve the right to ban or remove individuals from the exhibition site who, in the judgement of the organizers, have given verbal or physical offence to another person.

Organizers:

Mack Brooks Exhibitions Inc.,

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Tel: +1 312 809 9260 Fax: +1 312 868 0069

usa@fastenerfair.com www.fastenerfair.com/usa

Mack Brooks Exhibitions, Inc is a subsidiary of:

Mack Brooks Exhibitions Ltd,

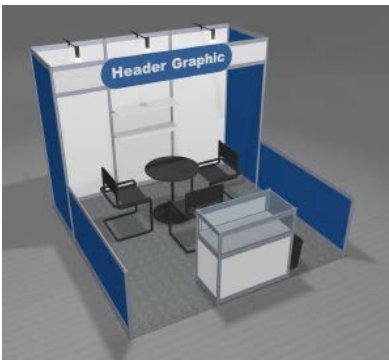
Romeland House, Romeland Hill,

St Albans, Herts AL3 4ET, United Kingdom

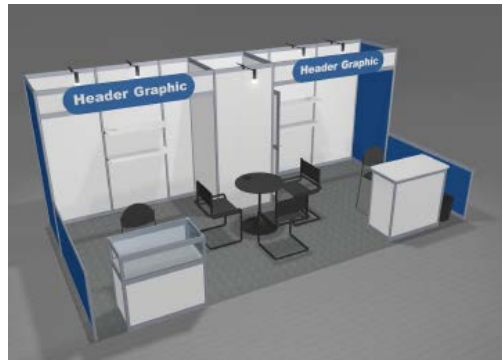
FASTENER FAIR USA 2018 FULLY FURNISHED SHELL SCHEME

The package includes the following services:

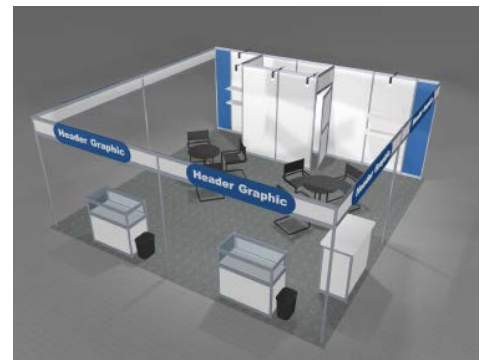
- Initial stand cleaning and nightly vacuuming for duration of the event
And daily waste disposal
- Power hook-up (110 volts, 500 watts) connection and electrical supply
- Shell Scheme (hard walled booth)
- Carpet, Grey
- Aluminum stand assembly system with silver metal and white panels
2.50m high; with blue deco element.
- 40" tall Quarter view showcase (1m)
- Locking Counter 1m x 1m x .5m (10' x 20' & 20' x 20' only)
- Lighting
- Company name on fascia, type: Helvetica, Blue, 13cm high
- Shelf mounted on backwall, white



10' x 10'



10' x 20'



20' x 20'

Furnishings	10' x 10'	10' x 20'	20' x 20'
Carpet Grey	1	1	1
500-watt outlet	1	1	1
Closet (size in Meters)	None	1m x 1m	1m x 2m
Stem Lights	3	5	5
40" tall Quarter View Showcase (1m)	1	1	2
40" tall Lockable Counter (1m)	None	1	1
30" tall Round Pedestal Table	1	1	2
Side Chairs	3	3	6
Stools	None	2	None
Straight Shelves mounted to Backwall	2	2	4
Wastebasket	1	1	2
Price (not including booth space)	\$999.00	\$1998.00	\$3996

** No substitutions on furnishings