

EXHIBITOR CONTRACT FOR BOOTH SPACE

January 21-23, 2020 | Infinite Energy Center | Duluth, Georgia

50% Deposit & Contract Due By 8/23/19

BOOTH PRICING INFORMATION	Member	Non-Member
<input type="checkbox"/> 10 x 10	\$675	\$950
<input type="checkbox"/> 8 x 10 (LIMITED)	\$540	\$790
<input type="checkbox"/> 6 x 10 (LIMITED)	\$425	\$675
<input type="checkbox"/> 6 x 8 (LIMITED)	\$350	\$600
<input type="checkbox"/> End of Aisle Additional	\$125	\$200
<input type="checkbox"/> 2-Booth End Cap	\$1600	\$2100

of Booths _____ Total Booth Amount \$ _____

SPONSORSHIP OPPORTUNITIES (OPTIONAL)*

Please check one of the partnership levels below.

- | | |
|---|--|
| <input type="checkbox"/> Title Sponsor \$7500 | <input type="checkbox"/> Education Sessions—All \$3500 |
| <input type="checkbox"/> Wifi \$3000 | <input type="checkbox"/> Lanyards \$2500 |
| <input type="checkbox"/> Bottled Water \$1500 | <input type="checkbox"/> Coffee & Water \$1250 |
| <input type="checkbox"/> Food Court Area \$1250 | <input type="checkbox"/> Registration Desk/Pens \$1000 |
| <input type="checkbox"/> Attendee Bags \$500 | <input type="checkbox"/> Education Sessions—Ea. \$400 |

TOTAL CONTRACT FEE

For WG 2020, I want to:

- stay in my current location move expand
 I am a new exhibitor.

Total Charges (incl. booth & sponsorship) \$ _____

Booths include: back and side draping, one table, two chairs, one lunch ticket per booth per day, and a company identification sign. 50% of total booth amount must be paid with contract submission. 50% deposit and contract due by 8/23/2019. We will make every effort to accommodate your booth placement request. New exhibitors or those who wish to move or expand booth location will be contacted mid-September.

CONTACT INFORMATION (OFFICE USE ONLY)

Please fill out information for person designated to receive trade show information, general information, and registration confirmation.

Company Name		Contact Name	
Address		City	State ZIP
Phone	Fax	Email (required)	Website
GGIA Member? <input type="checkbox"/> Yes <input type="checkbox"/> No		Booth # _____	

TRADE SHOW DIRECTORY LISTING

Please fill out information for designated contact person and business information to be listed in the trade show directory, if different from above. Use information above.

Company Name		Contact Name	
Address		City	State ZIP
Phone	Fax	Email (required)	Website
Company Description (30 Words or Less):			

MOVE-IN

Tuesday, Jan. 21 | 6:30 a.m. - 4 p.m.

MOVE-OUT

Thursday, Jan. 23 | 3 p.m.

EXHIBITOR BADGES

Exhibitors receive 4 free badges per booth space. Additional badges are \$20.00. We will begin exhibitor registration mid-November. You will receive notification via email.

EXHIBITOR SIGNATURE (REQUIRED)

We, the undersigned, do hereby submit this contract and request to participate in the abovementioned trade show. Upon execution of this contract, indicated by our signature, we hereby agree to all terms, conditions and regulations governing the operation of this show as set forth on this and any remaining pages of this contract.

Signature _____

**PAYMENT
INFORMATION
ON BACK.**

Contact GGIA anytime with questions at (706) 632-0100 or jennifer@ggia.org.



Show Dates	Hours
1/22/2020	9:00 AM to 5:00 PM
1/23/2020	9:00 AM to 3:00 PM

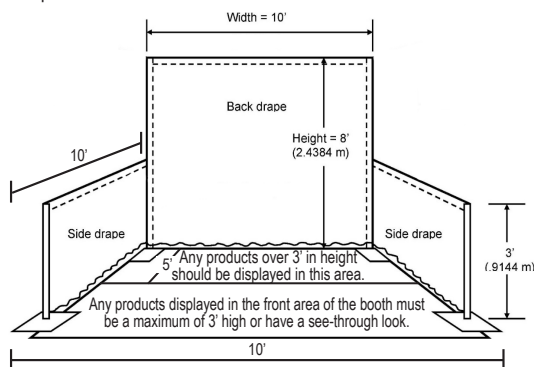
BOOTH DETAILS: Booths are sold in increments of 10' x 10' unless otherwise noted. Each exhibit space will include an 8' high back drape and 3' high side drape and will be furnished with an identification sign showing firm name. Each booth rental includes back and side draping, one table, two chairs, one lunch ticket per booth per day, and a company identification sign. Table, chairs & wastebaskets are included, but please let GGIA know if you will need one. Carpet not included. Event tickets and passes/badges to the exhibit hall are included in booth cost as follows: 4 complimentary show badges per booth.

PAYMENT: 50% deposit is required (unless payment arrangements have been made) with exhibitor contract. In order for this application, contract and confirmation to be valid, exhibitor agrees to remit 50% deposit (unless other payment arrangements have been made), of the total booth cost no later than 08/23/2019. The balance is due in full on or before 10/31/2019. Exhibit space will be forfeited if the payment is not received by 10/31/2019. All payments are to be made in U.S. funds.

CANCELLATIONS: To cancel participation in the 2020 WINTERGREEN Trade Show, a written notice must be received at the above address prior to 10/31/2019. Written cancellations received prior to 10/31/2019 will only incur a 10% handling fee. NO REFUNDS after 10/31/2019.

SUBLETTING OF SPACE: Exhibitor shall not sublet rented exhibit space or any part thereof.

EXHIBIT RESTRICTIONS: Exhibits may not extend beyond the allotted booth space. GGIA or show decorator will not be responsible for damage of material resulting from encroachment in aisle. Plant material and/or products in excess of 3' high must be confined to the rear 4' of each booth. The GGIA Executive Committee will be charged with the enforcement of this rule, and any violations will be immediately corrected or possible loss of booth space may result. No selling is allowed in the aisles. Aisles must be kept clear in accordance with Fire Marshall's regulations. Violations will be removed at exhibitor's expense.



DIRECT SALES: Direct sales of any item from the booth while the show is in progress is strictly prohibited. Merchandise will not be permitted to leave the exhibit hall before 3:00 PM on 1/23/2020. There will be no exceptions. Exhibitors must provide an itemized bill-of-sale for all display material sold. An exhibitor allowing buyers to remove material from their booth prior to 3:00 PM on 1/23/2020 will risk booth forfeiture for following year.

UNAUTHORIZED SOLICITATIONS: Sales or solicitations by individual and/or firms not renting booth space in the show is prohibited. Please report any violations to show management.

SETUP: All exhibits requiring equipment must be moved in by deadline, 1/21/2020. Any booth not moved in by this time shall forfeit payment and use of their booth space unless otherwise arranged. Hand trucks, dollies, and fork lift services are provided by GGIA free of charge on 1/21/20.

OPERATION: Each exhibit must be staffed by at least one representative of the firm during all show hours. Booth representatives must wear badges at all times. All mechanical or electrical devices producing sound or light must be operated with consideration to adjacent exhibitors. Show Management reserves the right to determine the acceptable sound or light level.

TEAR-DOWN: All exhibits must remain in place until the show has officially ended at 3 p.m. on 1/23/2020. Early breakdown of an exhibit will result in forfeiture of booth space the following year. At time of "tearing down" it becomes extremely difficult for security and show staff to supervise. It is the sole responsibility of the exhibitor to have personnel stay with booth from tear-down through loading to assure the safety of your product. For security purposes, we request that all exhibitors wear their name badges during move-out. If product is being dismantled or shipped via Cherry Convention, the exhibitor is responsible for property until a representative of Cherry Convention arrives at the booth. All products must be out of the show hall by 10:00 PM on 1/23/2020. If you will not be able to remove your products by that time, they will be disposed of.

SECURITY: GGIA will provide adequate security service for the exhibit hall during the hours of the show as well as when the show is closed. As further protection, GGIA management encourages exhibitors to have at least one employee in the booth during the hours of move-in and particularly during the hours of move-out so that each exhibitor will assist in the security of his individual materials. GGIA management also requires that the exhibit booths be staffed at all times during regular show hours by qualified regular employees of the exhibitor. However, in all cases, the ultimate responsibility of security lies with the exhibitor at all times and GGIA will not be held liable for the loss or theft of any or all items from an exhibit booth.

EXPOSITION SITE REGULATIONS: The Convention Center prohibits the distribution of helium-filled balloons or adhesive-backed decals within the building. Any expense incurred in removing such items shall be paid by the violating exhibitor. All food items distributed from booths must be approved by Proof of the Pudding, the Infinite Energy Center, and the GGIA trade show staff well in advance of the show.

FIRE SAFETY AND HEALTH REGULATIONS: The Exhibitor agrees to comply with local, city and state laws, ordinances and regulations, and the regulations of the exhibit hall and show management covering fire, safety, health and all other matters. No smoking in the show halls. Fire codes require that all gas-powered equipment must contain no more than (2) gallons of gas and gas tank must have a locking gas cap to be adequately sealed by tape or some other appropriate manner. All battery cables on gas-powered equipment must be disconnected and taped to avoid potential sparks. All cut Christmas trees, greenery or pine straw products must be treated with a fire retardant to prevent any fire hazards.

LIABILITY: Exhibitor hereby waives all claims against GGIA, its Board of Directors, staff, members, service contractors, or exposition site employees resulting from injury, loss, theft, damage or destruction of property or in the event Exhibit Contract is revoked or canceled for violations of Regulations or Acts of God or conditions necessitating cancellation of show.

PAYMENT (SELECT AN OPTION)

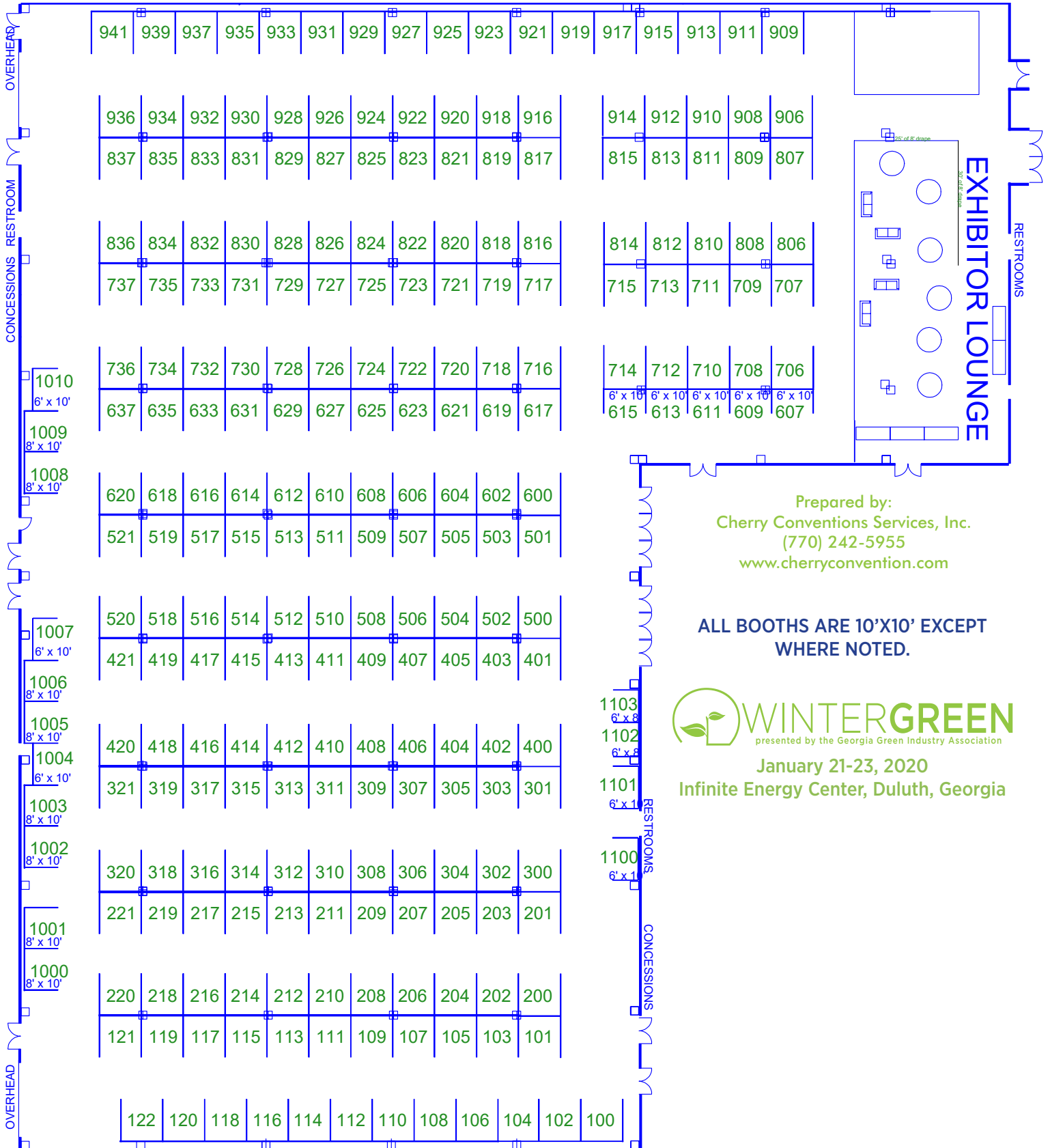
- 50% now & 50% Oct. 31, 2019
- Full Amount Now
- Call me to discuss payment terms
- Check # _____
- Credit Card: Visa/MC/AMEX/DC

_____ Card Number

_____ Name on Card

_____ Exp. Date CVV Signature

BOOTH LAYOUT



Prepared by:
 Cherry Conventions Services, Inc.
 (770) 242-5955
www.cherryconvention.com

**ALL BOOTHS ARE 10'X10' EXCEPT
 WHERE NOTED.**



January 21-23, 2020

Infinite Energy Center, Duluth, Georgia



2020 ADVERTISING INSERTION CONTRACT

GGIA JOURNAL | PRINTED AND ELECTRONIC VERSIONS

Advertiser: _____

Contact Person: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Fax: _____

Email: _____

Agent (if different from above): _____

Contact Person: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Fax: _____

Email: _____ **We must have artwork by October 31, 2019!**

Full Page Size Half Page Size Quarter Page Size I am sending a camera-ready ad.

8.5" w x 11" h 8.5" w x 5.5" h 4.25" w x 5.5" h Please use my existing GGIA Journal ad.

PLEASE INCLUDE A .25" BLEED (.125" PER SIDE). I would like a new ad designed. (See below for additional fees).

Journal/Trade Show Directory Advertising Rates (ALL ADS COLOR ONLY)

Ad Size	Member	Non-Member	Design Fee, optional
Inside Front Cover	\$560	\$665	\$100
Inside Back Cover	\$560	\$665	\$100
Outside Back Cover	\$700	\$815	\$100
Full Page	\$420	\$525	\$80
1/2 Page	\$280	\$385	\$60
1/4 Page	\$140	\$315	\$40

Ad Size _____ Total Amount \$ _____

Authorized Signature: _____

Payment Information

Check # _____

Credit Card: Visa/MC/AMEX/DC Card Number _____

Name on Card _____

Exp. Date CVV Signature _____

Please send this form along with your payment to GGIA, P.O. Box 2568, Blue Ridge, GA 30513. You may also fax this form to (706) 632-0300 or email a scanned copy to jennifer@ggia.org.