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**Exhibitor Agreement – Thursday, March 5, 2020 Tabletop Show
 The Westin Long Beach, Long Beach, California**

(Revised August 7, 2019)

Company		
Address		
City	State/Province	Zip Code
Telephone		
Attendee Name		
Attendee Email		
Attendee Job Title		

Signature _____ Date _____ Amount Paid _____

	Pac-West & NFDA Members	Non-Members
Tabletop Show Exhibitor and Full Conference	<input type="checkbox"/> \$845 for one person <input type="checkbox"/> \$595 for each additional person	<input type="checkbox"/> \$1,045 for one person <input type="checkbox"/> \$795 for each additional person
Tabletop Show Exhibitor Only (Includes Wednesday Reception)	<input type="checkbox"/> \$500 for one person <input type="checkbox"/> \$150 for each additional person	<input type="checkbox"/> \$700 for one person <input type="checkbox"/> \$195 for each additional person

To reserve exhibit space at the Tabletop Show, you are only required to pay the Tabletop Show Exhibitor Only fee. You will be given the opportunity to upgrade your registration later to include the Full Conference. The rates quoted above are early registration rates and will increase approximately three weeks prior to the event. Registration for non-exhibitors will be available beginning December 1.

You do not need to register additional people from your company at this time. Only one person's registration is needed to secure your exhibit space.

Payment method:

Check enclosed

Visa/MasterCard/Amex/Discover _____

Expiration date _____ Security code _____ Billing zip code _____

Name on card _____

Email address for receipt _____

Please list any companies that you would not want to be located near your exhibit space:

Exhibit space is not confirmed until the paperwork has been filed and fees paid.

Completion of this form gives your company (also known as Exhibitor) the right, license and privilege of renting one six-foot tabletop exhibit space on Thursday, March 5, 2020, 3:00 to 7:00 pm, during the Pacific-West Fastener Association and National Fastener Distributors Association 2020 Joint Conference at The Westin Long Beach, Long Beach, California.

Everyone representing your company at the Tabletop Show must also be registered to attend.

In the event your company fails to occupy the exhibit space reserved, Pac-West/NFDA reserve the right to occupy the space or turn the space over to another exhibitor.

You may not, without prior written consent of Pac-West/NFDA, assign or sublet your exhibit space, or any part thereof.

Final approval of your exhibitor agreement is at the discretion of Pac-West/NFDA.

Submission of this form binds you to the following conditions, rules and regulations:

- 1. CHARACTER OF EXHIBITS:** Pac-West/NFDA may rent and license space for any exhibit of industry or of educational value. Each exhibitor's space will be provided with one (1) six-foot covered and skirted table, identification sign and two (2) chairs. All exhibits must be designed, constructed and operated in good taste and in accordance with the best interest of the Pac-West/NFDA Tabletop Show, which management, in its sole discretion, shall have the right to decide. Displays shall be constructed and arranged so that they do not obstruct the general view or hide adjacent displays from the normal line of sight. No draping around the perimeter is allowed. Display components can be no wider than 6 feet (the length of your table) and cannot extend more than 3 feet behind your table. All sales, publicity and promotional activities conducted by the Exhibitor must be confined to their space. Carnival tactics and use of amplification systems is forbidden. Only registered Exhibitors will be allowed to distribute promotional materials within the exhibit hall. Pac-West/NFDA will prohibit the installation and operation of any exhibit not meeting Pac-West/NFDA approval. Pac-West/NFDA, in their sole discretion may prohibit the conduct of any activity whatsoever, which is deemed in the best interest of the Pac-West/NFDA Tabletop Show. Pac-West/NFDA will attempt to keep all competitor booths as far apart as practical. A booth may be occupied only by one company or by one manufacturer's representative displaying or promoting only such lines that are being purchased, stocked and invoiced by said rep.
- 2. INSURANCE AND LIABILITY:** Insurance, if desired, must be obtained by Exhibitor at their own cost and expense. Pac-West/NFDA assume no risk, and by the acceptance of this agreement, Exhibitor expressly releases Pac-West/NFDA of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said space by Exhibitor and agrees to hold and save Pac-West/NFDA harmless of and from any loss or damage by reason thereof. Pac-West/NFDA assume no responsibility whatsoever for any property placed in the Pac-West/NFDA Tabletop Show building and Pac-West/NFDA are hereby released and discharged from any and all liability from any loss, injury or damages to persons or property that may be sustained while at the Pac-West/NFDA Tabletop Show.
- 3. SETTING UP OF EXHIBITS:** All exhibits must be completed and in place by 2:30 pm, March 5, 2020. Exhibitors will have access to the exhibition hall between the hours of 12:00 pm and 3:00 pm for set up of exhibits.
- 4. CARE OF EXHIBITS:** Pac-West/NFDA are responsible for cleaning all aisle space; therefore, Exhibitors must cooperate by not throwing refuse on the floor, or any other material, which will endanger public safety or inconvenience other Exhibitors during show hours. All Exhibitors must clean their space prior to move out.
- 5. UTILITIES:** Electrical power will be available on a first come-first serve basis. Contact the Pac-West or NFDA office for details. Any exhibitors requiring electrical power will need to have their exhibit along the perimeter of the exhibit space. An added fee will be required, and the electrical order must be placed by January 31. Any electrical or mechanical apparatus must be muffled so that noise does not disturb other exhibitors.
- 6. DISPLAYS:** Pop-up and roll-up displays are permissible. Displays must be no more than six feet wide and no more than 10 feet high. If placed on your table, the combined height of the table and your display may not exceed 10 feet.
- 7. REMOVAL OF GOODS:** No exhibit, or portion thereof, may be removed during the show without the prior written consent of Pac-West/NFDA. Removal of goods from the Pac-West/NFDA Tabletop Show area must be affected through the shipping entrance. Pac-West/NFDA will not assume any shipping fees for Exhibitors' display material, either to or from the hotel, or while on the hotel property; such fees are the sole responsibility of the Exhibitor. Exhibits must be dismantled and removed by 8:00 pm on March 5, 2020. Exhibits cannot be dismantled before the show ends at 7:00 pm.
- 8. AMENDMENTS:** These rules, regulations and conditions have been drawn for the purpose and intention of providing a well-balanced, regulated, attractive and successful Pac-West/NFDA Tabletop Show, in an effort to provide the greatest good to the greatest number. Pac-West/NFDA shall have full power to interpret the rules and regulations or make such rulings as may appear to be for the best interest of the entire Pac-West/NFDA tabletop show and any and all amendments of the foregoing rules, regulations and conditions shall bind the Exhibitor.