

Taste of the Eastern Shore 2019

INSTRUCTIONS:

1. Please read all pages of this contract carefully and print or type all information requested and sign and date on the last page.
2. Complete and sign original copy and remit with total sponsorship payment to:

Tri-County Council Foundation
31901 Tri-County Way, Suite 203
Salisbury, MD 21804

(Invoicing and credit card payment is available upon request.)

3. Tabletop exhibit hours are February 14, 2019, from 5:00 p.m. - 8:00 p.m. Set up will be from 3:30 p.m. - 5:00 p.m. and breakdown from 8:00 p.m. - 9:00 p.m.

COMPANY INFORMATION:

COMPANY/Organization: _____

CONTACT NAME: _____

MAILING ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____

TELEPHONE: _____ **FAX:** _____

E-MAIL: _____

PARTICIPATION LEVEL:

Whale Sponsor (\$1,500)

Jumbo Sponsor (\$1,200)

Blue Sponsor (\$600)

Regular Sponsor (\$300) NO EXHIBIT SPACE

EXHIBIT SPACE

The exhibit space includes a six (6) foot by two (2) foot skirted table and two chairs. Electrical power and internet connection are available upon request and may have an additional charge.

Power Yes No

Internet Yes No

The organizers, in its sole discretion, reserves the right to make space assignments that it deems are in the overall best interest of the Exhibits.

Terms, Conditions and Rules for

Exhibiting at the "Taste of the Eastern Shore" Legislative Event

1. Table Assignments - Table assignments will be made at the discretion of the organizers. The sponsorship fee must accompany applications for space. Firm table assignments will not be made until payment is received.
2. Tabletops - A draped standard 6 foot table and two chairs are provided. Audiovisual aids or equipment volume may not be played at a level to interfere with adjacent displays.
3. Payment and Cancellation - The full sponsorship fee must accompany contract before space is assigned. Sponsors may cancel this agreement by written notice to the organizers. All cancellations will be subject to a 50% cancellation fee. **No refunds** will be made on cancellations after **January 31, 2019**.
4. Limitation of Liability - The sponsor shall indemnify the organizers against all claims, demands, actions, expenses, damages penalties or proceedings arising out of or in any way connected with the sponsor's occupancy and use of the exhibition premises or any part thereof. Sponsors will be required to meet the cost of making good any damage to floors, walls, structures and accessories.
5. Security and Insurance - The exhibit area will not be secured during exhibit hours. The organizers will take reasonable care to ensure security in the exhibition area. The organizers will not be liable for damage or loss to exhibitor's property, nor shall the organizers be liable for any injury that may occur in the exhibition area. Sponsors are responsible for making their own insurance and material storage arrangements.

6. Protection of Display Area - Nothing shall be posted on or tacked, nailed, screwed or otherwise attached to columns, walls, floors, or other parts of the hotel or exhibit area without permission from the proper building authority and the organizers.
7. Installation and Dismantling - All displays must be in place and set up by the time of the official opening of the Legislative Event. Space not occupied or set up by that time may be reassigned for other purposes.
8. Default Occupancy - Any sponsor failing to occupy space which has been contracted is not relieved of the obligation of paying for such space at the full rental price, and the organizers shall have the right use such space as it sees fit.
9. Distribution of Printed Matter, Etc. - Sponsors shall not distribute to event attendees printed matter, samples, souvenirs and the like, except from within exhibit spaces. Special distribution of such matter elsewhere must be approved by the organizers.
10. Agreement to Conditions - Each sponsor for himself/herself and his/her employees agrees to abide by these conditions, it being understood and agreed that the sole control of the exhibits rests with the organizers.
11. Amendments - The organizers shall have sole authority to interpret and enforce all rules and regulations contained herein, and to make any amendments thereto and to make such further rules and regulations as shall be necessary for the orderly conduct of the exhibits.

READ AND SIGN

As an official company representative, I hereby certify that I have read and understand the rules and regulations set forth in this complete document. I understand that this document is an official contract. I understand that space is available on a first-come, first-served basis and that completion of this form does not guarantee that space will be available. I understand that my payment will not be deposited unless exhibit space is assigned. **I understand that the exhibit must be set up by 5:00 p.m. on Thursday, February 14, 2019, and that failure to do so may result in space forfeiture and no refund on any fees paid. I also understand that there will be a penalty for dismantling the exhibit before 8:00 p.m. I understand and agree to the following refund policy:**

Refund Policy: 50% of the exhibit fees will be refunded if request is received in writing (FAX, email, mail) at the organizers prior to **January 31, 2019**. No refunds for space after **January 31, 2019**.

BY:

_____ [Authorized Signature]

_____ [Print Name]

TITLE:

Date/Time _____

To Purchase Additional Tickets

Number of additional tickets

Total amount at \$80 each

OFFICE USE ONLY

Date Paid: _____

Check #: _____

Amount Paid: _____

Comments: _____