



2012 MWEA Annual Conference

June 24-27, 2012

Boyne Mountain Resort – Boyne Falls, Michigan

EXHIBITOR CONTRACT (Exhibit date is Monday, June 25, 2012)

Register ONLINE at www.mi-wea.org or fill out the information below and fax to 517-641-7388. This represents a contract between the undersigned and the MWEA.

Company Name: _____

Name: _____ Title _____

Mailing Address: _____

City, State, Zip: _____

Phone: () _____ Fax: () _____

Email: _____

Brief description of product or service: _____

EXHIBIT SETUP TIMES
See Page 3

INCLUDED WITH BOOTH PRICE

The Exhibit Fee includes standard booth equipment (see below). It **DOES NOT include the meal on exhibit night**. If you are staying overnight at Boyne Mountain, you will receive meal tickets when you check-in. If you are not staying at Boyne Mountain, you can purchase exhibit night meal ticket(s) at the hotel registration desk when you arrive. **There is an area for outdoor exhibits. If you are interested in doing an outdoor exhibit, call MWEA for pricing.**

EXHIBIT REGISTRATION

Cost to Exhibit in Main area within Civic Center (see map on back of page 3)

- \$500 X _____ (# of booths) paid in full by March 16, 2012
- \$550 X _____ (# of booths) paid in full from March 17 – May 18, 2012
- \$650 X _____ (# of booths) paid in full after May 18, 2012

Cost to Exhibit in the West Reception area within Civic Center – only 6 available (see map on back of page 3)

- \$400 X _____ (# of booths) paid in full by March 16, 2012
- \$450 X _____ (# of booths) paid in full from March 17 – May 18, 2012
- \$550 X _____ (# of booths) paid in full after May 18, 2012

ADDITIONAL CHARGES

Number of Additional Exhibitors at your booth _____ @ \$30 each (list their names below)
Electric in booth (circle): YES NO → Add \$10 for 110-volt and \$20 for 220-volt

TOTAL DUE FOR EXHIBIT BOOTH(S) \$ _____
TOTAL DUE FOR EXTRA EXHIBITORS \$ _____
TOTAL DUE FOR ELECTRIC \$ _____
GRAND TOTAL DUE FOR BOOTH(S) AND EXTRA EXHIBITORS \$ _____

EXHIBITOR NAMES

The Exhibit Fee includes registration for one individual for Monday Night Exhibits. It does not include General Conference, lodging, meals, or other activities. The charge for additional exhibitors at your booth is \$30 each. Fill in the names of your representatives as they should appear on their **name badge**:

Name: _____ (free) Name: _____ (\$30)
Name: _____ (\$30) Name: _____ (\$30)

EXHIBIT NIGHT MEALS

The Exhibit Fee includes standard booth equipment (see below). It **DOES NOT include the meal on exhibit night**. If you are staying overnight at Boyne Mountain, you will receive meal tickets when you check in.. If you are not staying at Boyne Mountain, you can purchase exhibit night meal ticket(s) at the hotel registration desk when you arrive.

Booth space will not be reserved until the exhibit fee is paid in full. Booth assignments will be determined in May and vendors will be notified of their booth assignment by email at that time.

Hotel Reservations are handled by Boyne Mountain. **Hotel Reservation Form should be faxed directly to Boyne Mountain for processing. Hotel Reservation form available on MWEA Website in January.**

To participate in golf events or Full Conference Registration, a separate Golf /or Conference Registration Form must be filled out (appropriate fees apply). Conference and Golf Registration will be available in March on our website at www.mi-wea.org.

AGREEMENT

I hereby contract to participate in the 2012 MWEA Annual Conference Exhibit Night and agree to pay the appropriate Exhibit fee, as explained above. I agree to all of the terms of the "Liability and Responsibility Clause" which is a part of this contract.

Authorized by _____ Company: _____
Print *Print*
Signature: _____ Date: _____

METHOD OF PAYMENT

Check (payable to MWEA) Amount:\$ _____ Check #: _____
 Charge my: **Visa** **MasterCard** **American Express** Amount:\$ _____
Credit Card Number: _____ Expiration: _____
Credit Card Billing Address _____

Daytime Phone () _____
Signature _____

Register Online at
www.mi-wea.org or send
payment and contract to:
MWEA
PO Box 397
Bath, MI 48808
Fax (517) 641-7388

BOOTH EQUIPMENT

- 8' x 10' Exhibit Booth space
- Exhibit booth draping with 8' high backs and 3' high sides
- One covered and skirted 2' x 6' display table
- Two chairs and One waste basket
- ** Electrical Outlet – only if you selected YES and paid the additional fee

For details on modifications to the Standard Booth Equipment, go to the conference page on the MWEA Website..



2012 MWEA Annual Conference

June 24-27, 2012

Boyne Mountain Resort – Boyne Falls, Michigan

EXHIBITOR CONTRACT, Continued

LIABILITY and RESPONSIBILITY CLAUSE

In signing the Exhibitor's Contract, the Exhibitor agrees to assume total responsibility and liability for losses, damages, and claims arising out of injury or damage to exhibitor's displays, equipment, and other property brought upon the premises of the exhibit site; and shall indemnify and hold harmless the MWEA and the conference site host facility and the agents, servants, and employees of each organization, for any and all such losses, damages, and claims.

MWEA abides by all the music licensing organizations' (ASCAP, BMI, etc.) requirements. You are responsible for securing the appropriate license(s), for any and all music played at your booth during the vendor show.

SETUP TIMES & EXHIBIT HOURS

Setup Times: Monday, June 25 from 9am – 4pm <or> Monday, June 25 from 2pm – 4pm. You will be notified of your setup time.
Exhibit Time: Monday, June 25 from 5pm – 9pm

COLLEGE THEME NIGHT

Sport your college with its colors, mascot, etc. and win a prize! Attendees will be asked to vote for the booth that best illustrates their favorite college team. The winning booth will receive \$100 off the price of their booth for the 2013 MWEA Annual Conference.