

# EXHIBIT SPACE CONTRACT 2019



June 11-13, 2019  
Las Vegas Convention Center, North Hall

**PLEASE RETURN ORIGINAL  
CONFIRMATION WILL BE RETURNED**

Produced by World Tea (**Show Management**), a division of Informa Business Media, Inc. (including its subsidiaries and other affiliates directly or indirectly owned by Informa Operating Holdings, Inc., "Informa")

Please include invoice # and customer # on check stub or wire transfer

**Make checks payable to:** Wire Transfer: Express Mail Address:  
Informa Business Media/WORLDTEA Informa Business Media Informa Business Media  
24654 Network Place JPMorgan Chase JPMorgan Chase  
Chicago, IL 60673-1246 New York, NY 131 S. Dearborn, 6th Floor  
ABA #021000021 Chicago, IL 60603  
Account #811104744 Attn: Informa 24654  
SWIFT: CHASUS33

By completing and returning this contract, the company identified on this form ("you" or "exhibitor") is applying for exhibit space at the 2019 World Tea Expo (the "Show"). Upon written confirmation of acceptance by Show Management and assignment of exhibit space, this contract shall become effective and form a binding agreement between you and Show Management governing the non-assignable license granted to you to use exhibit space for the Show. The agreement formed incorporates (i) the terms and conditions set forth on this contract form and the Additional Terms and Conditions (accessible at [www.worldteaexpo.com/terms](http://www.worldteaexpo.com/terms)) (collectively, "Terms and Conditions"); (ii) the terms, conditions, rules, regulations and guidelines set forth in the Exhibitor Services Kit (accessible at [www.worldteaexpo.com/terms-of-service](http://www.worldteaexpo.com/terms-of-service)); and (iii) all additional standards, policies and directives ("Policies") published or provided by Show Management relating to the Show (collectively, the "Agreement"). The foregoing shall control in the following order of priority to the extent there is any direct conflict between or among them: first, the Terms and Conditions, second, the Exhibitor Services Kit, and third, the Policies. Show Management reserves the right to reject any application for exhibit space for any reason.

\*\* \$185 International Exhibitor Insurance (Required) All international exhibitors (defined as non-U.S. and non-Canadian exhibitors) are required to obtain insurance through Exhibitor Insurance. com, the Show's designated insurance provider and the cost will be added to all international exhibitor contracts. This fee will be waived/refunded to international exhibitors if a valid Certificate of Insurance with the required coverages is provided to and approved by Show Management. U.S. and Canadian exhibitors may purchase the required insurance through their own carriers or through Exhibitor Insurance.com.

## PAYMENT TERMS:

Twenty percent (20%) of the total fee for the exhibit space is due with contract. 60% due on November 14, 2018. The balance is due on January 18, 2019. Applications received on or after January 18, 2019 must be accompanied by 100% of the fee and must be paid by cashier's check or money order. (100% of the fee for event marketing and/or sponsorships is due with contract, unless otherwise indicated.) Show Management may, at its discretion, release the exhibit space if the deposit(s) are not made in accordance with the payment schedule. Reassignment of exhibit space due to missed or late payment does not relieve exhibitor of its obligations under this Agreement.

## Exhibit Space:

Once this contract is signed and exhibit space is allocated, you are contracted to exhibit space. Cancellation requests must be made in writing, and agreement by Show Management to any request for cancellation or reduction of space shall be subject to the following fees:

- 1) Cancellations and booth downsizes received by 11/13/18 are subject to a cancellation fee equal to 20% of the booth price.
- 2) Cancellations and booth downsizes received between 11/14/18 and 1/17/19 are subject to a cancellation fee equal to 60% of the booth price.
- 3) Cancellations and booth downsizes received on or after 1/18/19 are subject to a cancellation fee equal to 100% of the booth price.
- 5) Cancellations will result in forfeiture of all exhibitor badges.

## PRODUCT INFORMATION

Products/Brands displayed in booth:

Do you make any health claims in regards to your products?  Yes  No

Will you be sampling in your booth?  Yes  No

## BOOTH PRICING

For additional promotional opportunities, please complete an Event Marketing or Sponsorship contract (as applicable).

Contact your sales rep for details at [exhibit@worldteaexpo.com](mailto:exhibit@worldteaexpo.com)

<input type="checkbox"/> 5x10	\$2,350	<input type="checkbox"/> Corner Fee	\$375
<input type="checkbox"/> 10x10	\$3,675	<input type="checkbox"/> New Business Launch Pad Pavilion*	\$1,295
<input type="checkbox"/> 10x20	\$7,350	<i>For new businesses in businesses less than two years. Participation is limited to one time only.</i>	
<input type="checkbox"/> 20x20	\$14,700	<input type="checkbox"/> Kombucha Pavilion*	\$1,295
<input type="checkbox"/> International Exhibitor Insurance**	\$185	* These areas include:	

Additional sizes may be configured at \$36.75 net square foot

Custom Size: \_\_\_\_\_ Cost: \_\_\_\_\_

**BOOTH PACKAGES ARE NOT INCLUDED IN THE PRICE OF YOUR BOOTH. PACKAGES WILL BE AVAILABLE FOR ORDER THROUGH OUR OFFICIAL SERVICE CONTRACTOR, GES.**

Required Booth Size: _____ x _____	Booth Total \$ _____
Booth Number: _____	Corner Fee \$ _____
	Sub Total \$ _____
	Total \$ _____

## EXHIBITOR CORRESPONDENCE (One company per contract only)\*

Online Information & Individual to receive all World Tea Expo correspondence.+

Company Name: \_\_\_\_\_

Exhibiting As Name: \_\_\_\_\_

Key Contact Name: \_\_\_\_\_ Key Contact Title: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Key Contact Email: \_\_\_\_\_ Key Contact Cell\*\*: \_\_\_\_\_

Website: \_\_\_\_\_

Billing Contact Name: \_\_\_\_\_

Billing Contact Email: \_\_\_\_\_

+ **Please proofread** the information above carefully. The Key Contact will have the ability to change the above information online should you choose to publish alternate company information online. A password will be supplied with your exhibit space confirmation via e-mail to the e-mail address listed above. Deadlines apply. Contact name and title will not appear in the online listing.

\* By providing the contact information above, you acknowledge and agree to Informa's use of your contact information to communicate with you about events, products, services and offerings by Informa, its brands, affiliates, and/or third-party partners, consistent with Informa's Privacy Policy (accessible at [www.informa.com/privacy-policy](http://www.informa.com/privacy-policy)). In addition, I understand that my personal information may be shared with any sponsor(s) of the World Tea Expo, so they can contact me directly about their products or services. Please refer to the privacy policies of such sponsor(s) for more details on how your information may be used by them. Your personal information may also be shared with other participants of the World Tea Expo.

\*\* By providing your cell number, you are giving Show Management permission to contact you via text or phone regarding emergency situations and onsite Show updates.

## CONTRACT ACCEPTANCE

By signing below, exhibitor agrees to abide by the terms and conditions of this Agreement, and hereby represents and warrants that the undersigned is duly authorized to execute this Agreement on behalf of exhibitor.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## FOR EXHIBITOR USE

Booth # (s) Assigned: \_\_\_\_\_

= \$ \_\_\_\_\_

Total Size: \_\_\_\_\_

## FOR INTERNAL USE ONLY - Total Due 1/18/19

Booth # (s) Assigned: \_\_\_\_\_ = \$ \_\_\_\_\_

Total Size: \_\_\_\_\_

Sold By: \_\_\_\_\_

Comp #: \_\_\_\_\_

Total Amt. Due = \$ \_\_\_\_\_

	Date	Initials	Date	Initials
A2Z	_____	_____	ACCT	_____
CONF	_____	_____	INFO	_____