



The Peninsula's Premier Event For Business Professionals

Expo Contract Rules and Regulations

1. Except by written consent from Management (the San Mateo Area Chamber of Commerce), Exhibitor will not share/sublet the exhibit space contracted for and shall not exhibit or permit to be exhibited any merchandise other than specified in the Exposition Contract.
2. All materials and displays shall be arranged in such a manner so as not to disturb aisles or exhibits in adjacent booths, either physically or visually.
There shall be no handwritten signage.
3. **Exhibitor will occupy its booth continuously during show hours and will NOT commence dismantle the same or remove foods and/or materials prior to 7:30 p.m.**
4. Violations of the Rules and Regulations as herein set forth may result in forfeiture of exhibiting space. Refunding fees shall be at the sole discretion of Management.
5. No refunds will be made if Exhibitor fails to occupy space in accordance with the terms of the contract.
6. Management reserves the right to reject or restrict any exhibit, which may be objectionable, or not in keeping with the quality or character of the Exposition.
7. Exhibitor agrees not to make undue noise, cause odor, obstruct the aisles, use bright or hazardous lights, cause damage to building or booth equipment or act in any manner deemed inappropriate by Management.
8. In the event that because of war, fire, strike, government regulation, public catastrophe, acts of God, extreme weather, earthquakes, or other cause, the show or any part thereof is prevented from being held or is cancelled, Management shall determine to refund the applicant his proportionate share of unused funds. An accounting shall be provided but shall not be subject to challenge.
9. Exhibitor agrees to hold Management and its affiliate businesses harmless from any claims from or due to acts of exhibitors, its' agents and employees, howsoever designated, or/or for loss and/or injury of any nature.
10. Exhibitor assumes all responsibility for loss, theft, or destruction of goods, or for personal injuries to him/herself, his/her employees, agents, representatives or visitors, and will hold harmless the Management and it affiliated businesses from any liability in connection with any or all of the above. Furthermore, Exhibitor will allow Management to use any photographs or moving images of the exhibit for their purposes.
11. Only one company may occupy an assigned booth space unless Management gives prior approval.
12. Food and beverage Exhibitors may be subject to additional rules by the San Mateo County Event Center.
13. **CANCELLATION POLICY:**

Event Date – Wednesday, September 26, 2012	
60 or more days before event date	25% of committed Fees
30-59 days before event date	50% of committed Fees
16-29 days before event date	75% of committed Fees
15 or less days before event date	100% of committed Fees

It is agreed that at the present time it is impractical or extremely difficult to fix the actual damages that the San Mateo Area Chamber of Commerce will suffer if Exhibitor cancels this booth agreement. Therefore, the liquidated damages set forth above are agreed to be reasonable and fair under the present circumstances.

Early Booth Breakdown: Exhibitors may only breakdown their exhibits at the pre-determined time assigned by Management. Exhibitors that breakdown prior to this pre-determined time will pay an early breakdown penalty fee of \$500 to the Sponsor.

Exhibitor Set Up Time: If exhibit space is not occupied by the Exhibitor by the designated set-up time, Exhibitor shall be deemed to have canceled the exhibit space contracted for, and Management shall reserve the right to use the space as it deems appropriate, and the Exhibitor shall pay the Sponsor all amount that would have been due under the terms of this agreement.

WEDNESDAY
September 26, 2012

HOURS
4:30 p.m. to 7:30 p.m.

San Mateo County
Event Center, Fiesta Hall

BOOTH INFORMATION

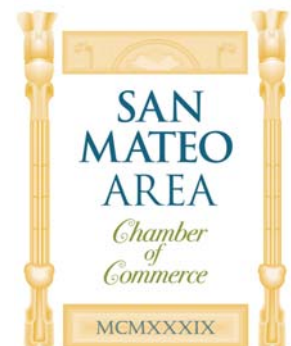
Standard Booth Packages Includes:

- [1] 10'x 10' In-line Booth
- [1] 8' Covered Table
- [2] Folding chairs
- [1] Company Identification Sign
- [2] Exhibitor Reception Passes
(more passes available on request subject to availability)
- [1] Standard Listing in Expo Guide that goes to all attendees and exhibitors
- [1] Electronic attendee registration list
- [1] Link from Expo Site/Exhibitor List to Your Company Website

Booth Pricing:

\$50 Discount
\$299 On or Before July 31st
Full Price
\$349 After August 15th

Sponsored by the
San Mateo Area
Chamber of Commerce



*Leading Business,
Leading Community*