



# Exhibitor and Sponsor Contract

TSID/RIV 2008 Countdown To Excellence • June 26 -29, 2008 • Hyatt Regency Hotel • Houston, TX

Company \_\_\_\_\_

Contact Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/ST/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail \_\_\_\_\_

*I, the undersigned, have read the Exhibitor Terms, Conditions, and Rules for Exhibiting and agree to abide by the same.*

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

### Products/service description

\_\_\_\_\_  
\_\_\_\_\_

### Booth Reservation Request

Space will be provided on a first-contracted, first-served basis. Signed contract must be received by April 20, 2008, in order to be listed in the Conference On-site Program. Exhibitor understands there will be a charge for telephone, special decorations, shipping, and storage handling and will contact hotel to make appropriate arrangements.

For-Profit — \$200

Non-profit — \$150

Table Quantity \_\_\_\_\_ \$ \_\_\_\_\_

Electrical Requirements \_\_\_\_\_

**Company Representatives** (limit two representatives). Full Conference registration is available for \$185 early\*/\$210 late per representative. If you are not already a member of TSID, your cost is \$225 early\*/\$285 late.

Please provide representative name(s). Include fee for any representative(s) desiring full Conference registration.

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

### Optional Events tickets (indicate number and include charges with payment)

Saturday Lunch \_\_\_ Quantity X \$25 \$ \_\_\_\_\_

Saturday Night Banquet \_\_\_ Quantity X \$40 \$ \_\_\_\_\_

### Promotional and Advertising Opportunities

**Preconference Registration Brochure** \$ \_\_\_\_\_

(Ad deadline is March 15, 2008)

Full page ad — \$500

Half page ad — \$250

Quarter page ad — \$125

**On-site Program Ad Space Reservation** \$ \_\_\_\_\_

(Ad deadline is April 20, 2008)

Cover (outside back) (\$750) Specify \_\_\_\_\_  
(Subject to availability. Contact to confirm)

Cover (inside front/back) (\$500) Specify \_\_\_\_\_  
(Subject to availability. Contact to confirm)

Full page ad — \$250

Half page ad — \$150

Quarter page ad — \$75

**Conference Sponsorship** \$ \_\_\_\_\_

(Indicate choice on reverse and list amount here. If you are including a sponsorship, complete both sides of this form.)

**General Sponsorship Levels:** \$ \_\_\_\_\_

**Aurora Borealis - \$5,000+**

*If you wish, you may choose to direct your sponsorship.*

Conference Interpreters

Workshop Presenters

Registration Brochure

**Lunar Luminary - \$2,500 - 4,999**

*If you wish, you may choose to direct your sponsorship.*

Conference Entertainment

Onsite Conference packets

Onsite Program production

Opening Night hors d'oeuvres

**Nebula Nova - \$1,000 - 2,499**

*If you wish, you may choose to direct your sponsorship.*

Saturday Boxed Lunch

Friday Refreshment Break

Hospitality Room

**Cosmic Comet - \$100 - 999**

I will call to discuss special support

**TOTAL PAYMENT ENCLOSED** \$ \_\_\_\_\_

### Payment Information:

#### Check

I have enclosed a check payable to TSID in the amount of \$ \_\_\_\_\_

Check/MO # \_\_\_\_\_ Date \_\_\_\_\_

#### Cashier's Check

I have enclosed a check payable to TSID in the amount of \$ \_\_\_\_\_

Check/MO # \_\_\_\_\_ Date \_\_\_\_\_

#### Money Order

I have enclosed a check payable to TSID in the amount of \$ \_\_\_\_\_

Check/MO # \_\_\_\_\_ Date \_\_\_\_\_

**Please make a copy of this form for your records.**

**Return this form with payment to:**

Sponsorship/Advertising/Exhibits

TSID 2008

P. O. Box 684728

Austin, Texas 78768-4728

## TERMS, CONDITIONS, AND RULES FOR EXHIBITING IN A TSID EXHIBITION

For purposes below, "Management" shall mean the Texas society of Interpreters for the Deaf and  
"Exhibit Site" shall mean Hyatt Regency Hotel Houston, Houston, Texas

It is stipulated that each exhibitor subscribe to the following rules and that their representatives will comply.

**1. PURPOSE OF EXHIBITION** — This Exhibition is an integral part of the TSID/RIV 2008 Conference. To assure that the Exhibition will further the above purpose, admission to the display floor is limited to qualified persons. Since the primary purpose of the Association is to educate delegates on products and services of the Exhibitor, emphasis on all exhibits shall be to fully describe uses of products and services offered by the Exhibitor. This shall include display of all such products and services offered. Exhibits must not be in violation of the Association's policies and code of ethics.

**2. INDEMNITY AND LIMITATION OF LIABILITY** — Neither TSID nor any division of TSID, nor the Exhibit Site, nor any of their officers, agents, employees, or other representatives, shall be held liable for, and they are hereby released from liability for any damage, loss, harm, or injury to the person or property of the Exhibitor or any of its officers, agents, employees, or other representatives, resulting from water, accident, or any other cause. The Exhibitor shall indemnify, defend, and protect Management and the Exhibit Site, and save Management and the Exhibit Site harmless from any and all claims, demands, suits, liability damages, losses, costs, attorney's fees, and expenses of any kind or nature that might result from or arise from any action or failure to act on the part of the Exhibitor or its officers, agents, employees, or other representatives. It is the responsibility of the Exhibitor to maintain proper insurance coverage for its property and liability. It is understood that TSID, the Hyatt Regency and all staff, agents, and representatives are harmless from any claims arising from the products given to the attendees during the Exhibition.

**3. ASSIGNMENT OF EXHIBIT SPACE** — Management shall assign the Exhibit Space to the Exhibitor for the period of the Exhibit, provided the Exhibit Site is made available to Management, on a first priority receipt of the enclosed contract. Such assignment is made for the period of this Exhibit only and does not imply that the same or similar space be held or offered for future exhibits. Every effort will be made to respect the Exhibitor's space choices whenever possible, but Management's decision will be final. Management reserves the right to transfer assignment when such action is deemed to be in the best interest of the total Exhibition. Management reserves the right to withdraw its acceptance of this contract if it determines, in its sole discretion that the Exhibitor is not eligible to participate or the Exhibitor's product is not eligible to be displayed in this Exhibit.

**4. USE OF EXHIBIT SPACE** — An Exhibitor shall not assign to a third party its rights hereunder to the Exhibit Space or any portion thereof without the written consent of Management, which it may withhold at its sole discretion. If such consent is given, the Exhibitor shall assume full responsibility for the conduct of the assignee and all its representatives, and the Exhibitor shall not charge its assignee more than a proportionate share of the exhibit fee based upon the amount of Exhibit Space assigned.

**5. INSTALLATION** — It is explicitly agreed by the Exhibitor that in the event they fail to install their products in assigned Exhibit Space or fail to remit payment for required space rental at the time specified, Management shall have the right to take possession of said space and lease same or any part thereof to such parties and upon such terms and conditions as it may deem proper.

**6. DISPLAYS, DECORATIONS, AND MUSIC** — Merchandise, signs, decorations or display fixtures shall not be pasted, taped, nailed, or tacked to walls. No Exhibit, merchandise or equipment shall be left in any aisle, but shall be confined to Exhibit Space. No signs or advertising devices shall be displayed outside Exhibit Space or project above or beyond limits of Exhibit Space. Advertising material or signs of firms other than those that have engaged space is prohibited. Exhibitors who play any form of copyrighted music in their exhibit or private meetings during this event, are required to be licensed by either or both the American Society of Composers, Authors and Publishers (ASCAP), and/or Broadcast Music, Inc. (BMI). Exhibition producers, the association sponsor and facility management independently and severally disclaim any licensing responsibility for public performance of unlicensed music by exhibitors during this event.

**7. FIRE REGULATIONS** — Exhibitor shall not pack merchandise in paper, straw, excelsior, or any other readily flammable material. All cartons stored in the Exhibit Site shall be emptied of contents. Exhibitor shall use no flammable decorations or covering for display fixtures, and all fabrics or other material used for decoration or covering shall be flameproof, if required by local law or ordinances. All wiring devices and sockets shall be in good condition and meet the requirements of local law. Equipment with engines/motors or gas tanks shall be emptied and battery connections disconnected during display.

**8. BOOTH EQUIPMENT AND SERVICES** — Space rental includes: appropriate space; table and chair; general hotel security; daily maintenance; and general lighting.

**9. STORAGE AND PACKING CRATES AND BOXES** — Exhibitor will not be permitted to store packing crates and boxes in the booth or the Exhibit Area during the Exhibit. It is the Exhibitor's responsibility to mark and identify all crates and boxes. Crates not properly marked or identified may be destroyed. No trunks, cases, or packing materials shall be brought into or out of Exhibit Spaces during Exhibit hours. Cartons containing valuables should not include contents on the outside.

**10. OBSERVANCE OF LAWS** — Exhibitor shall abide by and observe all laws, rules, regulations, and ordinances of any applicable government authority and all rules of the Exhibit Site.

**11. CANCELLATION OR TERMINATION OF EXHIBIT** — If, because of war, fire, strike, Exhibit facility construction or renovation project, government regulation, public catastrophe, Act of God, the public enemy, or any other cause, the Exhibition or any part thereof is prevented from being held, is cancelled by the Management, or the Exhibit Space becomes unavailable, Management, in its sole discretion, shall determine and refund to the Exhibitor, its proportionate share of the aggregate Exhibit fees received that remains after deducting expenses incurred by Management and reasonable compensation to Management, but in no case shall the amount or refund to Exhibitor exceed the amount of the exhibit fee paid. Cancellation by the Exhibitor after June 1, 2008, obligates the Exhibitor to full payment of the rental. No refunds will be made after this date. If written cancellation is received prior to June 1, 2008, a full refund will be issued minus a \$50 service charge.

**12. EXHIBITOR CONDUCT** — Exhibitor and its representatives shall not congregate or solicit trade in the aisles. The prior written consent of Management is required for the employment or use of any live model, demonstrator, solicitor, or device for the mechanical reproduction of sound. Such employment or use shall be confined to the Exhibit Space. Management in its sole and absolute discretion may withdraw its consent at any time, in which event Exhibitor shall terminate such activity forthwith. All promotional plans must be submitted to Management for approval. Distribution of pamphlets, brochures, or any advertising matter must be confined to the Exhibit Space. Exhibitor shall refrain from any action that will distract attendees from attendance at the Exhibit during open hours. Exhibitor shall not lead attendees from one Exhibit Space to another or to elevators or escalators. Exhibitor shall not enter into another Exhibitor's space without invitation or when unattended. Exhibitor or any of its representatives shall not conduct itself in a manner offensive to standards of decency or good taste.

**13. UNION LABOR** — Exhibitor must comply with all union regulations applicable to setup, dismantling, and display of its exhibits where applicable.

**14. ARBITRATION** — Any controversy or claim between the parties hereto arising out of or related to the provisions of the agreement or the breach thereof, shall be settled by arbitration in Austin, Texas, in accordance with the Rules of the American Arbitration Association and judgment upon the award rendered by the Arbitrator may be entered in any court having jurisdiction thereof.

**15. JURISDICTION** — Both Management and Exhibitor consent to the jurisdiction of the Texas District and Appellate Courts and the U.S. District Court for the Western District of Texas, for all purposes in connection with this agreement. The parties agree that review of process may be obtained by registered mail, return receipt requested, within or without the state of Texas.

**16. AGREEMENT TO TERMS, CONDITIONS, AND RULES** — Exhibitor agrees to observe and abide by the foregoing Terms, Conditions, and Rules and by such rules made by Management from time to time for the efficient or safe operation of the Exhibit, including but not limited to, those contained in this contract. In addition to Management's right to close an exhibit and withdraw its acceptance of the Application, Management, in its sole judgment, may refuse to consider for participation in future Exhibits any Exhibitor which violates or fails to abide by all such Terms, Conditions, and Rules.

The foregoing rules have been formulated in the best interest of Exhibitors. The cooperation of our patrons is requested. All points not covered herein are subject to settlement by the organization.