

**2011 Utah Builders Conference
March 24 - 26
EXHIBITOR CONTRACT**

COMPANY NAME:

CONTACT NAME:

PHONE:

CONTACT EMAIL:

STREET ADDRESS:

CITY:


STATE:


ZIP CODE:


BOOTH PRICING

 **Yellow Section:** 10' x 10' Booth Space - \$700 - Reserved for Sponsors Only

 **Blue Section:** 10' x 10' Booth Space - \$600 Each

 **Green Section:** 10' x 10' Booth Space - \$500

 **Orange Section:** 10' x 10' Booth Space - \$450

 **Hospitality Suite:** \$500 Each ~ Plus food and beverage purchased from the Dixie Center

Please reserve booth space(s): _____ & _____ **or** _____ & _____ **Table Size Requested: 6' 8' None**
(First Choice) (Second Choice)

NAME BADGE INFORMATION

- **Please Print** names as they are to appear on Name Badge
- 2 Exhibitor name badges are included with each 10' x 10' booth space. Each additional name badge is \$75.
- Each name badge is your entry to all meals and educational seminars, but will not include CE credit certificates.
- **Exhibitors who are planning to earn CE credits must register separately as conference attendees.**

1. _____ (included) 3. _____ (\$75)

2. _____ (included) 4. _____ (\$75)

EXHIBITOR AGREEMENT

I understand that booth spaces are on a first come first served basis and that an alternate choice may be necessary. The Utah HBA reserved the right to relocate a booth only when necessary.

A \$100 cancellation fee will be charged to our company if we decide to cancel our Exhibitor Contract before March 1, 2011. **No refunds will be given for cancellations after March 1, 2011.**

I agree to comply with the exhibitor rules and regulations as provided by the Dixie Center and the HBA of Utah.

Authorized Signature X _____

METHOD OF PAYMENT: Visa M/C Am/Ex Discover Check

TOTAL \$

NAME ON CARD:

C.C # :

EXP. DATE:

CC BILLING ADDRESS:

(Where your CC Statement is mailed to you)

(Address)

(City)

(State)

(Zip)

AUTHORIZED SIGNATURE:

Return this form with payment to: HBA of Utah

9069 South 1300 West ~ West Jordan, Utah 84088 ~ P. 801.352.8266 ~ F. 801.352.8277 ~ E. info@utahhba.com

Utah Builders Conference

Rules and Regulations Governing Exhibits

EXHIBIT INSTALLATION AND REMOVAL

Installation may begin at 7:00 am on Thursday, March 24, 2011. Dixie Center staff will be available beginning 7:00 am and continue until 3:00 pm on that day. Booths must be set up and ready for the opening reception by 3:30 pm.

Dismantling the booth on Friday, March 25 may begin after 1:30 pm and must be completed by 6:00 pm

EXHIBIT HOURS – Exhibit Hall will be open Thursday, March 24, 2011 from 4:00 to 8:00 pm Friday, March 25, 2011 from 11:30 to 1:30 pm. There is no requirement to man displays, although displays are more effective with someone to explain the product. No move out before 1:30 pm on Friday, March 25, 2011.

LIABILITY OF EXHIBITOR – Exhibitor will accept liability for damage or loss ensuing from transfer, installation, maintenance, display or removal of exhibits. The Dixie Center, convention managers, hotels, and/or the Home Builders Association of Utah will not accept responsibility for theft or damage.

DAMAGE TO EXHIBIT HALL – The Exhibitor will be held financially responsible for damage to exhibit hall caused by exhibitor representatives. No signs or display materials may be fastened to building walls, floor, ceiling, doors, windows, etc. No tape, no balloons and no confetti in carpeted rooms.

SAFETY PRECAUTIONS – All materials and installations must conform to the requirements of building inspection authorities. Questions may be directed to Dixie Center personnel. Flammable materials must be flameproof before entering the exhibit hall.

CONTEST, GAMES, ETC. – This is encouraged for all exhibitors to attract attendees to your booth and we ask that you notify the HBA staff in advance so they are aware of your plans. Rules must be explained to participants in advance.

PAYMENT FOR EXHIBIT SPACE – Booth spaces are on a first paid basis and held for reservation once the HBA receives an Exhibitor Contract and payment in full.

CANCELLATION – If for any reason the conference must be cancelled, conference management will refund monies paid less a share of convention expenses incurred to date. Exhibitor must cancel in writing before March 1, 2011 to receive refund of deposit less \$100 cancellation fee. No refunds will be given after March 1, 2011.

INCLUDED IN EACH BOOTH – 1 - 6' draped table, 2 chairs, and 1 trash can is included in each booth. Any additional items or changes must be ordered directly from the Dixie Center prior to move in date. Additional items will be at the expense of the exhibitor.

ELECTRICITY – **Electricity is NOT Included** with your booth space and must be arranged in advance by contacting the Dixie Center.

MATTERS NOT COVERED – Convention management shall rule upon any questions, disputes or problems which arise pertaining to matters not specifically covered and agreed upon in the foregoing paragraphs of this contract

DIXIE CENTER - (435) 628-7003

1835 Convention Center Drive
St. George, Utah 84770