

# EXHIBIT SPACE CONTRACT



*Oklahoma's Only Supermarket, Convenience Store, and Wholesale Supplier Trade Show*

Oklahoma City Convention Center, Oklahoma City

**Tuesday, May 23, 2023**

**9 am to 3 pm**

10 X 10 Booth Cost is \$1,200 plus Refundable \$100 Dismantling Deposit (5% discount for multiple booths)

Please see the 4<sup>th</sup> paragraph of the Terms and Conditions for dismantling deposit information.

An additional 5% discount will be applied to all booths reserved with a signed contract and initial down payment of 25% before **January 18, 2023**. The multi-booth and early payment discounts will not be applied to the dismantling deposit.

1<sup>st</sup> Choice Booth \_\_\_\_\_ 2<sup>nd</sup> Choice Booth \_\_\_\_\_ 3<sup>rd</sup> Choice Booth \_\_\_\_\_

**1. The following is for Trade Show information mailings and booth setup mailings. Please complete all information.**

Company name to appear on sign (please print): \_\_\_\_\_

Company Contact: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Type of Exhibit (please list product or service displaying): \_\_\_\_\_

We request that our exhibit space not be assigned adjacent to the following particular competitors:

\_\_\_\_\_

**2. The following is for billing purposes only. Please complete if different from above.**

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

Company Contact: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

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

**3. Please let us know how you would like to be listed in the Attendee Trade Show directory.**

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

Company Contact: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

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

# EXHIBIT SPACE CONTRACT

## 4. Terms and Conditions

We, the undersigned, agree to abide by the rules and regulations outlined in the exhibitor's manual, and the move in and move out schedules.

Liability: Exhibitors indemnify and hold harmless the Oklahoma Petroleum Marketers and Convenience Store Association, the Oklahoma Grocers Association and the Convenience Distributors of Oklahoma for all liability (damage or accident) which might ensue from any cause resulting from or connected with the transportation, placing, removal or display of exhibitors. Exhibitors are urged to insure themselves against such risk or loss of liability. Although guards will be on duty, the above-mentioned associations do not guarantee exhibitors against loss by theft or otherwise.

The Oklahoma Super Trade Show Board of Directors reserves the right to decline or prohibit any exhibit which in its opinion is not suitable or not in keeping the character of the exhibition. The deposit is 25% of the total cost of the booth space and is due with the refundable \$100 dismantling deposit and the submission of this contract. It is non-refundable after January 15, 2023. The balance is due on or before **April 1, 2023** and non-refundable after that date. Booths reserved after April 1, 2023 will require payment in full at the time the booth is reserved. Booth assignments are not guaranteed until the balance is received. Multi-booth reservations receive a 5% discount.

Dismantling Deposit: A dismantling deposit of \$100 per company will be required. This deposit will be returned to the contracting company if the booth is not dismantled before the show officially closes on Tuesday, May 23, 2023 at 3:00 pm. Booths may be dismantled from the time the show closes until 10:00 pm. **These times are subject to change. Dismantling of booth before the show officially closes will result in forfeiture of the \$100 dismantling deposit.**

By signing and dating this Exhibit Booth Contract, exhibitor agrees to all terms and conditions as stated herein for participating in the Oklahoma Super Trade Show including receiving communications by or on behalf of the Oklahoma Super Trade Show and hereby authorizes third party communications via postal mail, fax, email and/or telephone. I acknowledge that I am authorized to supply this content.

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

The Oklahoma Super Trade Show Board of Directors agrees to furnish Booth Number(s) \_\_\_\_\_ at a cost of \$ \_\_\_\_\_ as per regulations governing exhibits which are made a part of this contract.

## **Booth Deposit Fee & Dismantling Deposit**

Credit Card Payment: If you would like to use a credit card please go to our website [www.oksupertradeshow.com](http://www.oksupertradeshow.com).

Check Enclosed: Please make check payable to Oklahoma Super Trade Show and mail to PO Box 18152, OKC, OK 73154

### **Oklahoma Super Trade Show Contact Information:**

PO Box 18152, OKC, OK 73154 \* Phone 405-525-9419 ext 180 \* Email [oksupertradeshow@oksupertradeshow.com](mailto:oksupertradeshow@oksupertradeshow.com)

Website [www.oksupertradeshow.com](http://www.oksupertradeshow.com)

**FAX TO 405-525-0962**