



**EXHIBIT CONTRACT AND QUALIFICATION FORM**

Please reserve exhibit space for the company listed below at 2019 PRINTING United to be held at the Kay Bailey Hutchison Convention Center in Dallas, TX. This contract shall will be binding once it is accepted and approved in writing by PRINTING United by the signature of its duly authorized representative. An electronic confirmation of the exhibit space constitutes acceptance of the contract by PRINTING United.

**PAYMENT TERMS AND SCHEDULE:**

Applicant agrees to pay the published per square foot rental fee for the exhibit space payable in U.S. funds. All exhibiting companies must be SGIA members in good standing or non-member fees will apply. A good faith deposit of 10% will be collected within (7) business days of submitting the contract, a balance due equal to 50% will be due January 15, 2019 and the last and final 50% will be due June 14, 2019.

The Exhibitor and their Managing Directors agree to be bound by the Show Rules & Regulations and the terms and conditions of the Kay Bailey Hutchison Convention Center Dallas Exhibit Guide and Services Manual (KBHCCD).

In witness whereof, applicant has caused this contract to be signed by an officer of the company or person duly authorized.

**Published Per Square Foot Rental Fees for Exhibit Space**

SELECTION (Check One)	SQUARE FEET	PRIME	COST/100 square feet	STANDARD	COST/100 square feet
	12,000 & Up	\$28.00	\$2,800.00	\$26.00	\$2,600.00
	9,000 – 11,999	\$28.50	\$2,850.00	\$26.50	\$2,650.00
	6,000 – 8,999	\$29.00	\$2,900.00	\$27.00	\$2,700.00
	3,000 – 5,999	\$29.50	\$2,950.00	\$27.50	\$2,750.00
	800 – 2,999	\$30.00	\$3,000.00	\$28.00	\$2,800.00
	400 – 799	\$30.50	\$3,050.00	\$28.50	\$2,850.00
	0 – 399	\$31.00	\$3,100.00	\$29.00	\$2,900.00

**Cancellation Schedule:**

PRINTING United reserves the right to cancel any reservation not paid for in full as specified in body of contract, to lease the space so reserved to another exhibitor, and to retain as liquidated damages any amounts already paid by the applicant whose reservation is cancelled. Partial cancellations/reductions in booth space are subject to cancellation fees for the unused booth space. The cancellation schedule is provided on our website.

There shall be no refunds on membership investment because services will have been provided. All booth cancellations must be made in writing to PRINTING United. Because of the nature of the benefits of



sponsorship (priority booth selection, promotions, etc.), it will not be possible to cancel this agreement without full payment of Sponsorship being paid to PRINTING United.

PRINTING United reserves the right to accept or reject any signed contract tendered to it, and no contract shall be considered binding until and unless it is executed by PRINTING United and payment in full is received. Unless payment in full is received prior to the opening of the show, exhibitor forfeits all rights and shall not be permitted to erect his display or utilize the assigned space. All remittances must be made payable to PRINTING United in US currency.

The Association shall retain as liquidation damages for cancellations the following amounts:

- Prior to April 15, 2019 ..... 25% of total space price
- April 16, 2019 – June 17, 2019 ..... 50% of total space price
- June 18, 2019 – August 19, 2019 ..... 75% of total space price
- After August 20, 2019..... 100% of total space price

For detailed PRINTING United Rules and Regulations please visit our website.

***By signing below, you agree to the terms and conditions as outlined above.***

**Exhibitor or Authorized Representative Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**COMPANY INFORMATION:**

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

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Primary Product/Service to be Exhibited:** \_\_\_\_\_

**Company Website:** \_\_\_\_\_

**\*Number of Employees:** \_\_\_\_\_

**\*Gross Annual Revenue:** \_\_\_\_\_

*\* Required for membership information only. Will not be published.*



**PRIMARY EXHIBIT CONTACT:**

**Contact Name:** \_\_\_\_\_

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

**Email:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_