

# EXHIBITOR CONTRACT

NEW JERSEY STATE LODGE FRATERNAL ORDER OF POLICE  
31<sup>st</sup> BIENNIAL CONVENTION AND EXHIBITION  
SHERATON MYRTLE BEACH HOTEL & CONVENTION CENTER • MYRTLE BEACH, SOUTH CAROLINA  
AUGUST 16 - AUGUST 18, 2010

In accordance with the exhibit regulations governing the rental of exhibit space on the reverse side of this contract, the undersigned hereby applies for exhibit space at the NJ State Lodge, Fraternal Order of Police Biennial Convention in Myrtle Beach, South Carolina, August 16 - 18, 2010. We have read and agree to the exhibit regulations. We understand that these regulations are incorporated into this contract when accepted and confirmed by the New Jersey State Lodge, Fraternal Order of Police. We understand that all exhibit fees are to be paid in full on or before **July 15, 2010**.

## SECTION 1: BOOTH LOCATION

All booths are assigned on a first-come, first-served basis. Booth #(s) desired in order of preference:

1st \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_

Companies we DO NOT WISH to exhibit near:

\_\_\_\_\_

Companies we WOULD LIKE to be near:

\_\_\_\_\_

## SECTION 2: BOOTH CHARGES

Each booth includes table and table drapes, and listing in the official convention book. Additional furnishings can be ordered from official convention decorator.

The standard 10' x 10' booth spaces are \$300 each.

Double booth (10' x 20') is \$500

Triple booth (10' x 30') is \$800

Quadruple booth (10' x 40' or 20' x 20') is \$1,000

Booth Dimensions \_\_\_\_\_

Cost \$ \_\_\_\_\_

Total amount due \$ \_\_\_\_\_

50% deposit enclosed \$ \_\_\_\_\_

To validate this contract, the undersigned in Section 4 agrees to pay 50% of the cost of booth space and to pay the balance of the space rental fee by July 15, 2010. Full payment is due with any application received after July 15, 2010.

## SECTION 3: OFFICIAL EXHIBIT REPRESENTATIVE

Designate below the name of the person in your organization who is to receive all relevant exhibition materials, including booth confirmation, housing forms, exhibitor updates, and service kit:

\_\_\_\_\_  
Contracting Corporate Name

\_\_\_\_\_  
Name of Exhibiting Company

\_\_\_\_\_  
Contact Person Title

\_\_\_\_\_  
Street Address

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

\_\_\_\_\_  
Area Code and Telephone Number Ext.

\_\_\_\_\_  
Area Code and Fax Number

\_\_\_\_\_  
Contact's Email Address

\_\_\_\_\_  
Website

## SECTION 4: SIGNATURE

**Note: Contract must be signed** to confirm booth reservation. I understand, acknowledge receipt of, and agree to abide by the official terms and conditions under which exhibit space at the Sheraton Myrtle Beach Hotel & Convention Center is leased to the New Jersey State Lodge, Fraternal Order of Police.

\_\_\_\_\_  
Signature of Representative in Charge Date

**RETURN THIS CONTRACT AND A 50% DEPOSIT TO:  
FRATERNAL ORDER OF POLICE  
PO BOX 8041\*TURNERSVILLE, NJ 08012  
(Phone) 609-868-0800 (Fax) 856-589-1504**

### **SHOW DATES:**

MONDAY, AUGUST 16, 2010 10:00 A.M. - 2:00 P.M.

TUESDAY, AUGUST 16, 2010 9:00 A.M. - 3:00 P.M.

WEDNESDAY, AUGUST 17, 2009 9:00 A.M. - 3:00 P.M.

**SEND ORIGINAL TO HOST LODGE ALONG WITH  
DEPOSIT AND KEEP A COPY FOR YOUR RECORDS**

SEE BACK OF CONTRACT FOR OTHER  
IMPORTANT INFORMATION

## **1. RESERVATIONS AND CANCELLATIONS**

Reservations for booth space will be accepted on a first-come, first-served basis.

Reservations must be accompanied by a signed contract with a minimum 50% deposit per booth. The deposit, which is non-refundable, is applied to the booth space.

Balances are due no later than July 15, 2010. Refunds of booth payments, excluding deposits, for cancellations after July 1, 2010, will be made only if the space can be resold and the exhibition is a sellout.

To reserve exhibit space, complete the enclosed application and forward with deposit to the 2010 Fraternal Order of Police, PO Box 8041 Turnersville, NJ 08012.

## **2. STANDARD BOOTH DESCRIPTION AND REGULATIONS**

All single booths are 10' x 10'. Height of built-up displays is limited to 8 feet. Side wings may not obstruct a view of the adjacent booths.

## **3. EXHIBITION PERIOD**

The exhibition area will be ready for set-up and installation from 8:00 a.m. Monday, August 16.

## **4. LIABILITY AND INSURANCE**

Neither the FOP nor the Sheraton Myrtle Beach Hotel & Convention Center (SMBHCC) shall be responsible for any loss, damage, or injury that may occur to the exhibitor or the exhibitor's employees or property from any cause whatsoever prior to, during, or after the period covered by the exhibit contract. The exhibitor specifically agrees to release the FOP and the SMBHCC from, and agrees to indemnify against any and all claims for loss, damage or injury, including attorneys' fees and court costs that may occur, to any exhibitor's property or employees from any cause whatsoever. The exhibitor shall be solely responsible for the operation of his or her exhibit and expressly releases from, and agrees to indemnify the FOP and the SMBHCC against any claims for loss, damage or injury, including attorneys' fees and court costs, to himself, his employees, spectators, or attendees arising from the operation of said exhibits. Insurance on each exhibit shall be obtained at the exhibitor's own expense and risk.

## **5. PROPER USE OF EXHIBIT SPACE**

All booths should be assembled in a manner which does not detract from or obstruct adjacent booths. Exhibitors may not reassign, sublet, or allow use to other exhibitors of a whole or a part of the booth space assigned by the FOP without the permission of the FOP. Exhibitors may not display or advertise goods and services which are not manufactured, distributed or otherwise provided by the exhibitor during normal course of business. Exceptions must be submitted in writing to the FOP and signed by the FOP representative.

## **6. UNCLAIMED PROPERTY**

Exhibit space not claimed or occupied by 9:00 a.m. on the morning of the Tuesday, August 17<sup>th</sup> may be reassigned at the discretion of the FOP.

## **7. EXHIBIT PROTECTION**

Exhibit hall will be fully secured when closed to the convention attendees.

## **8. LABOR**

All work in connection with the exhibits requiring "hired labor" is the responsibility of the exhibitor.

## **9. DECORATOR SERVICES**

Rental furniture, labor to install and dismantle exhibits, special booth decorations, table skirting, carpeting, special sign service and electrical, janitorial and material handling services may be ordered in advance at prevailing rates.

## **10. PROPER USE OF AUDIO-VISUAL EQUIPMENT**

The use of audio-visual equipment may not obstruct or otherwise interfere with adjacent booths.

## **11. DIRECT SALES**

The FOP, as a non-profit organization, generally precludes direct sales of any goods from the exhibit floor during its various conferences and exhibitions. However, for the purpose of this event only, exhibitors will be permitted to sell goods from the exhibit floor. All applicable sales tax due the State of South Carolina shall be the sole responsibility of exhibitors. Exhibitors shall be responsible for complying with all rules and regulations of the SMBHCC regarding

direct sales of goods. The FOP reserves the right to prohibit any exhibitor from engaging in direct sales should the FOP determine, in its sole judgment, that such direct sales are not in the best interest of the FOP. This provision shall not act as a waiver of prohibitions of direct sales at other conferences, exhibitions, or events of the FOP.

## **12. UNAUTHORIZED DISPLAYS**

To protect the interest of all exhibitors, all signs and displays must be located at the exhibitors' booths area.

## **13. WEAPONS AND EXPLOSIVES**

Because of insurance restrictions, all weapons displayed in the exhibit hall must be rendered inoperative. This may be done by the removal of a critical component of the weapon. All weapons will be inspected by an armorer before opening the exhibit hall. Live explosives of any type including, but not limited to, ammunition, smoke grenades or devices are not permitted in the exhibit hall under any circumstances.

## **14. NO RIGHT TO USE MARKS**

Exhibitors shall not use - in any manner - any of the collective marks, trademarks, or service marks belonging to the Grand Lodge FOP, nor shall exhibitors make any claim of any sponsorship or approval by the Grand Lodge FOP of any exhibitor's products or services.

## **15. CONFIDENTIALITY RULES AND REGULATIONS**

The NJ FOP recognizes the need to keep the mailing list of its membership confidential and secured due to the sensitive nature of the occupations of its members, and therefore demands the same of the exhibitors who participate at the State FOP Convention. The FOP delegates require that all confidential information about its membership (phone numbers, addresses, and mailing lists compiled by the exhibitors) may not be sold or given to any other business or organization at any time.

## **16. FORCE MAJEURE**

In the event the FOP shall for any reason determine not to hold the State FOP Convention, or if it is prevented from doing so for any reason, or if the SMBHCC or any part thereof is destroyed or damaged by fire or other cause, or if by reason of governmental restriction the use of said premises or the conduction of the State FOP Convention is prevented, the exhibitor waives any claim for damages or compensation which might arise by reason thereof, except the return to the exhibitor of the payments made for rental space.

## **17. CLEANING SERVICE**

Special booth cleaning service is available through the conference center.

## **18. EXHIBITOR REPRESENTATIVES**

Please ensure that representatives working in the booth are aware of all terms, conditions, and rules pertaining to the exhibition. While on the exhibit floor representatives must wear official conference nametags.

## **19. RIGHT TO REFUSE ADMITTANCE**

The FOP reserves the right to refuse admittance to the exhibitor to the conference floor should said admittance be deemed by the FOP not to be in the best interest of the FOP. The FOP reserves the right to refuse admittance to the exhibitor's employees or agents to the conference floor and/or the exhibition space should such admittance be deemed by the FOP not to be in the best interest of the FOP.

## **20. ADDITIONAL INFORMATION**

Solicitations or demonstrations by exhibitors must be confined to their respective booth. Printed advertising may be distributed by the exhibitor only from rented space.

## **21. EXPO LIAISON**

Ed Giordano

PO Box 8041 Turnersville, NJ 08012

Email: e.giordano@fop.net

Website: www.fopnj.net

Phone: (609) 868-0800 • Fax: (856) 589-1504