

# Exhibitor Contract

Saturday, July 25, 2009



Organization Name: (as it will be listed) \_\_\_\_\_

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

Contact Email: \_\_\_\_\_ Website: \_\_\_\_\_

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

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

Office Phone Number: \_\_\_\_\_ Day of Event Contact Phone Number: \_\_\_\_\_

Mission of your organization: \_\_\_\_\_

What information will be handed out at your booth? \_\_\_\_\_

What interactive activity will be provided at your booth? \_\_\_\_\_

If given the opportunity, is electricity a necessity for your booth? If yes, why? \_\_\_\_\_

**As an exhibitor** at the Z88.3 Little Ears Expo, you will receive the following:

- 10' x 10' Space
- 8' high black back wall
- 3' high side rail with black drape
- One (1) 8' black draped table
- Booth mention on map and Z88.3 website

Cost: \$300 per booth for businesses and organizations without non-profit status. For non-profit 501(c)(3) organizations the cost per booth is \$100 non-refundable payment.

**As a sponsor** of the Z88.3 Little Ears Expo, you will receive the following:

- 10' x 10' Space
- 8' high black back wall
- 3' high side rail with black drape
- One (1) 8' black draped tables
- Donor acknowledgement on the air
- Booth mention on map and Z88.3 Website
- Logo / Sponsor mention on Z88.3 Website
- Logo mention on maps handed out at expo
- Logo sponsor slide on wall projectors at expo

Cost: \$1,500

**MAKE CHECK PAYABLE TO:**

Event Ministries, Inc.  
1065 Rainer Drive  
Altamonte Springs, FL 32714

**CONTACT:**

Carol Baker  
(407) 869-8000  
FAX: (407) 869-0380  
EMAIL: carol.baker@zradio.com  
[www.zradio.com](http://www.zradio.com)

**Exclusivity for sponsors available for an additional \$500 fee. For more information contact Carol Baker.**

**By signing below, I agree to the contract above and exhibitor terms set by Z88.3 and Event Ministries, Inc.**

**Contact Person's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

EXHIBIT SPACE RESERVATIONS ARE SUBJECT TO ACCEPTANCE OF THIS APPLICATION BY SHOW MANAGEMENT AND MUST BE ACCOMPANIED BY FULL PAYMENT TO BE CONSIDERED.

**This space for use by Z88.3 Staff Only** Payment: \_\_\_\_\_ Date: \_\_\_\_\_ Check #: \_\_\_\_\_

## Booth Space

### Each booth includes the following:

- Preset 10' X 10' Space
- 8' high black and white back wall
- 3' high side rail with black drape
- One (1) 8' black draped table

## Exhibitor Requirements:

- Exhibitors are required to load in between the hours of 5:00 p.m. and 8:00 p.m. on Friday night, July 24, 2009. Exhibitors also have the option to load in between 7:00 - 8:00 a.m. on Saturday, July 25, 2009.
- All booths must be set up and ready to check by show management no later than 8:30 a.m. on Saturday, July 25, 2009.
- Show Management has the right to refuse the distribution of any materials during the expo.
- Exhibitors must man their booth through the duration of the expo. The hours of the expo will be from 9:00 a.m. – 3:00 p.m. in Faith Hall at First Baptist Church of Orlando on Saturday, July 25, 2009.
- Exhibitors will not be allowed to break down before 3:00 p.m. on Saturday, July 25, 2009.
- Exhibitors must provide activities or handouts that are interactive and relate to their business or organization.
- No outside food will be allowed in the exhibition hall per First Baptist Church of Orlando's rules. Food vendors will be set up on site selling food during the event.
- Please note that Event Ministries, Inc. has the right to refuse any exhibitor for any reason.

## Space Assignments:

Final determination for space assignment will be made by Event Ministries, Inc. and may be made or changed at any time in the best interest of the show at the discretion of show management.

## Payment:

Application must be sent to Event Ministries, Inc. accompanied with full payment. Full payment will be returned if exhibitor space is not assigned. Once approved, exhibitor space will be a non-refundable \$300 for businesses and organizations who do not have 501(c)(3) status. Non-profit organizations with proof of 501(c)(3) status will pay a non-refundable \$100 for exhibitor space. (Proof of 501(c)(3) status must be attached to the exhibitor's application and payment in order to receive this discounted booth price.)

**By signing below, I acknowledge the receipt of the exhibitor terms and agree to the terms set by Z88.3 and Event Ministries, Inc.**

**Contact Person's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Organization:** \_\_\_\_\_