

# Indiana Green Expo 2012



## EXHIBIT BOOTH CONTRACT

**Setup:** Wednesday, January 11, 2012  
**Trade Show:** Thursday & Friday, January 12–13, 2012  
**Location:** Indiana Convention Center, www.icrd.com

**Please type or print neatly:** (as you would like it on signage, promotional materials and show program listing)

❶ Company Name: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Toll Free #: \_\_\_\_\_  
 FAX: \_\_\_\_\_  
 Email: \_\_\_\_\_ Website: \_\_\_\_\_  
 Member:  INLA  MRTF (check all that apply)

Description of products and services:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**EARLY BIRD SPECIAL**  
 Sign-up by April 30, 2011 and receive:

- SAVE \$\$\$!
- General listing in all pre-conference mailings
- Complimentary registration list of all 2012 attendees pre and post meeting upon request (a \$250 value)
- Two General Session admissions to all educational programming (excluding paid seminars.) Additional registrants at posted rates.

❷ Exhibit Space: Number of Booths: \_\_\_\_\_

Booth Pricing	Reserved before April 30, 2011		Reserved after April 30, 2011	
	INLA/MRTF members	Nonmembers	INLA/MRTF members	Nonmembers
1 booth	\$525	\$635	\$575	\$685
2 booths	\$500 each	\$610 each	\$550 each	\$660 each
3 booths	\$475 each	\$585 each	\$525 each	\$635 each
4 booths or more	\$465 each	\$575 each	\$515 each	\$625 each
<b>End cap (10 x 20)</b>	\$1250 each	\$1300 each	\$1350 each	\$1400 each
<b>Corner Booth</b>	\$650	\$700	\$750	\$800

Booth price includes the 10' x 10' booth space, drapery consisting of a draped back wall 8' high and side rails measuring 36" high and 10' long, an identifying sign, and two complimentary name badges per booth for entrance into the tradeshow.

❸ Booth Location Preference

(refer to floor plan—subject to change):

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_  
 4) \_\_\_\_\_ 5) \_\_\_\_\_

Endcaps and corner booths are sold on a first-come, first-serve basis.

❹ Additional requests regarding booth location (near other companies, away from other companies, etc)

\_\_\_\_\_

❺ Signature: \_\_\_\_\_

(Sign and return—contract will be countersigned & returned as confirmation)

❻ Total Amount Due: \$ \_\_\_\_\_

50% of Total Due \$ \_\_\_\_\_

(50% deposit due by April 30, 2011)

**To Reserve Booth Space: A deposit of 50% should accompany this signed agreement.** Deposits must be received by April 30, 2011. Assignment of booth space is based on order of date that deposit was received. The balance of the booth cost is due by September 15, 2011. Any exhibitor not complying with the specified payment schedule forfeits all rights, claims, and reservations to the booths.

**Cancellations:** A refund minus a \$100.00/booth handling fee will be returned if the IGE office receives a written notice prior to September 15, 2011. Cancellations after September 15, 2011 will forfeit all payments.

**Make all checks payable to Indiana Green Expo (IGE) or charge:**

\_\_\_ MasterCard \_\_\_ Visa \_\_\_ Discover  
 Card Number \_\_\_\_\_  
 Expires \_\_\_\_\_ 3-digit security code \_\_\_\_\_  
 Billing Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 Authorized Signature \_\_\_\_\_

**Return contract to:**

Indiana Green Expo, 6533 Margaret Ct, Indianapolis, IN 46237  
 Ph: 317-889-2382 / Fax 317-889-3935 • dsheets@inla1.org  
 www.inla1.org • www.mrtf.org • www.IndianaGreenExpo.com

\*\*\*MAKE COPY FOR YOUR RECORDS BEFORE SENDING \*\*\*

<b>OFFICE USE ONLY</b>
Member: _____
Check/P.O. #: _____
Date Rcvd: _____
Payment Rcvd: _____