

ALASKA AIR CARRIERS ASSOCIATION

2301 Merrill Field Drive, Suite A-3

Anchorage, Alaska 99501

P 907 277-0071

email: aaca@alaskaaircarriers.org



CONTRACT FOR EXHIBIT SPACE: AACAA 2017

FEBRUARY 20-24, 2017

HOTEL CAPTAIN COOK in Anchorage, Alaska

EXHIBITOR FEE: includes one full registration for an exhibitor who may attend all sessions, lunches, receptions and the banquet. Three additional booth attendants may manage the booth at no additional charge, but they must purchase tickets to attend meals & sessions.

MEMBER

[] 8'x10' BOOTH **\$1200**
[] 8'x8' BOOTH **\$1000**

NON-MEMBER

[] 8'x10' BOOTH **\$1500**
[] 8'x8' BOOTH **\$1300**

SELECT BOOTH from Floor Plan at website: First Choice: # _____ Second Choice: # _____

FULL REGISTRATION: includes ALL meals, receptions, sessions and the banquet.

Member \$490 Non-Member \$660 Spouse \$330

COMPANY REGISTRATION: includes two full registrations, plus an unlimited number of employees may attend all classes or sessions. Meals for additional employees may be purchased individually.

Member Company \$1250 Non-Member Company \$1750

ONE-DAY REGISTRATION: includes lunch and reception **\$ 250**

MEALS: Lunch: **\$ 45**
Thursday Evening Banquet: **\$ 95** Reception: **\$ 65**

Exhibiting Firm _____
Address _____
City—State—Zip _____
Company Phone _____ Fax _____

Contact Person _____
Title _____
Phone _____
Email _____

BADGES: Submit names for badges by email or list below.

AGREEMENT: Undersigned Exhibitor agrees to lease exhibit space as indicated above, subject to availability confirmation, for the AACAA Annual Conference & Trade Show. Subject to receipt of payment by the deadline, the exhibit space is reserved. It is understood and agreed that AACAA reserves the authority to reassign exhibit space dimensions and location at the show if necessary. I understand that cancellations made prior to the 10th of January receive a 50% refund and no refunds are given thereafter. Undersigned Exhibitor has read and agrees to abide by the AACAA Guidelines for Exhibitors. I am authorized to enter into this agreement on behalf of Exhibitor.

PAYMENT:

Booth \$ _____
Additional Registration \$ _____
Sponsorship: _____ \$ _____
Other _____ \$ _____
Total Due \$ _____
[] Check [] Visa [] MC [] AmExp
Credit Cards add 5% handling fee
Card # _____

Expiration Date: _____
3 or 4 digit Verification #: _____
Card billing address:

Card billing zip code: _____
Signature _____

Printed Name

Signature

Date

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TRADE SHOW HOURS

2017 AACAA Annual Conference & Trade Show

EXHIBIT SPECIFICATIONS

BOOTH: 8' & 10' booth spaces 8' draped back wall 3' side rails 6' or 8' table with two chairs

Tentative EXHIBIT HOURS

Feb 20, Monday	SET UP	2:00pm – 5:00pm		
Feb 21, Tuesday	Trade Show Open	4:00pm – 7pm	Happy Hour	4:00 – 7pm
Feb 22, Wednesday	Trade Show Open	4:00pm – 7pm	Happy Hour	4:00 – 7pm
Feb 23, Thursday	Trade Show Open	4:00pm – 7pm	Happy Hour	4:00 – 7pm
Feb 24, Friday	DISMANTLE	9:00 - Noon		

RECEPTION & BANQUET HOURS

Feb 21, Tuesday	Safety Reception	7:00 – 10:00 pm
Feb 23, Thursday	Awards Banquet	7:00 – 11:00 pm

Guidelines for AACAA Exhibitors

Use of Space

- LIABILITY**—Exhibitor is responsible for space leased and shall not injure, mar or deface the premises. Exhibitor shall not drive nor permit to be driven any nails, hooks, tacks, or screws into any part of the building. Exhibitor shall not affix to the walls, doors or windows of building any item. Exhibitor agrees to reimburse the facility and/or show coordinator for any loss or damage to the premises or equipment. AACAA and sponsors shall not be liable to perform obligations under this contract as a result of any causes beyond its control.
- SPACE**—The space is to be used solely for Exhibitor and it is agreed that Exhibitor will not sublet or assign any portion without written consent of AACAA. In the event Exhibitor fails to occupy or use his space or to have exhibit completed and in place by show opening, he shall forfeit his right to the space and fees. Exhibitors arriving late agree to forfeit pre-assigned space.
- AISLES**--The aisles, passageways and overhead spaces remain strictly under the control of AACAA and no portion of the exhibit will be permitted except by special written permission of AACAA. All exhibits and personnel must remain within the confines of their assigned spaces and no Exhibitor will be permitted to erect signs or display products in such a manner as to obstruct the view, occasion injury, or disadvantageously affect the display, light, or space of another Exhibitor.
- DEMONSTRATIONS**—Promotional activities must be conducted within the limits of the purchases space. Noise resulting must not interfere with other Exhibitors or scheduled presentations taking place within the exhibit hall.
- RESTRICTIONS**—AACAA reserves the right to restrict or remove exhibits, without refund, that may have been falsely entered, or may be deemed by AACAA unsuitable or objectionable, at the sole discretion of AACAA.
- OFFENDERS**—will be asked to leave the area if any of the above are violated and, if an Exhibitor is the offender, no refund will be given.

RULES FOR EXHIBITS

- BADGES**—Badges may be picked up by an authorized representative at the Show Office during move-in. Names for badges must be submitted well in advance of show start date.
- BOOTH AND DECORATIONS** must concur with facility regulations, city ordinances and local fire codes. Violations may result in removal.
- SECURITY FOR RENTAL**—Failure on the part of the Exhibitor to pay the rent as specified under the contract shall entitle AACAA to exclude Exhibitor from the show.
- AMENDMENTS**—Exhibitor agrees to abide by decisions of AACAA concerning all matters pertaining to the administration and success of the show which are not specifically stated.
- ATTORNEY FEES**—In the event a suit or action is brought by an y party under this agreement, it is agreed that the prevailing party shall be entitled to reasonable attorney fees to be fixed by the courts.
- EXHIBIT CANCELATION**—Cancellation prior to January 10th receives a 50% refund; no refunds or credits are given thereafter.
- SHOW DELAY OR CANCELATION**—AACAA shall not be liable for any damage or expense incurred by Exhibitors in the event the show is delayed, interrupted or not held as scheduled. If cancelled for any reason beyond the control of AACAA, AACAA may retain so much of the amount paid by Exhibitors as is necessary to defray expenses already incurred by AACAA.
- LIABILITY**—Neither the Alaska Air Carriers Association, subcontractors, the facility management or their representatives, nor any member of the above named will be responsible for any injury, loss or damage that may occur to the exhibitor of the exhibitor's employees or property from any cause whatsoever. The Exhibitor, on signing the contract, expressly releases the aforementioned from any and all claims for such loss, damage or injury.
- TERMS AND CONDITIONS**—This contract contains all the terms and conditions agreed on by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this contract shall be deemed to exist or to bind any of the parties hereto.