

# 2019 Exhibitor, Advertising & Sponsorship ORDER FORM AND CONTRACT

Company Name:	Main Contact:
Address:	
City, State, Zip	
Phone:	Fax:
Email:	Website:

EXHIBIT- <i>See terms and conditions</i>		
Exhibit Booth		
Full Booth (includes 2 registrations)	\$975	
2nd Full Booth (includes 2 registrations)	\$675	
3rd Full Booth (includes 2 registrations)	\$600	
Each Additional Booth Staff	\$100	
Half Booth (includes 1 registration)	\$575	
Demo Exhibit Space- select day(s)		
Thursday, February 21	\$150	
Friday, February 22	\$150	
Saturday, February 23	\$150	

SUMMIT ADVERTISING- <i>See specifications</i>		
On-site Program		
Full Page	\$400	
Inside Front Cover	\$600	
Inside Back Cover	\$600	
Outside Back Cover	\$750	
Half Page	\$200	
Quarter Page	\$125	
Name Badge Holders & Lanyards	\$1,500	
Registration Totes	\$1,750	
Attendee Registration Gift (Water Bottle)	\$2,500	
Registration Bag Insert	\$300	

SUMMIT SPONSORSHIPS		
Summit Keynote Sponsor	\$3,000	
Summit Super Sessions Sponsor	\$1,500	
Summit Refreshment Break Sponsor	\$1,000	
Summit Vendor Sponsorship Package	\$1,500	
Summit Photographer Sponsor Package	\$900	
<b>Summit TOTAL</b>		

Exhibitor Information- <i>See floor plan</i>		
First 3 booth choices		
1st	2nd	3rd
We prefer to be located away from booths:		
1	2	3

Exhibitor Information- Booth Representative Names	
1.	
2.	

<i>I agree to the Summit <a href="#">Terms &amp; Conditions</a></i>	
Name:	
Signature:	
Date:	

2019 EXPRESSIONS ADVERTISING <i>See specifications</i>		
Inside Front or Back Covers Each	\$750	
Full page next to Inside Back Cover	\$600	
Full Page	\$500	
Half Page (horizontal only)	\$250	
Quarter Page	\$150	
<b>Expressions TOTAL</b>		

PAYMENT INFO	
<b>Summit TOTAL</b>	
<b>Expressions TOTAL</b>	
<b>TOTAL</b>	
<input type="checkbox"/> Full Amount Now <input type="checkbox"/> or, 50% now, 50% in 30 days	<input type="checkbox"/> Check: <i>Payable to NANPA</i> <input type="checkbox"/> Invoice Me

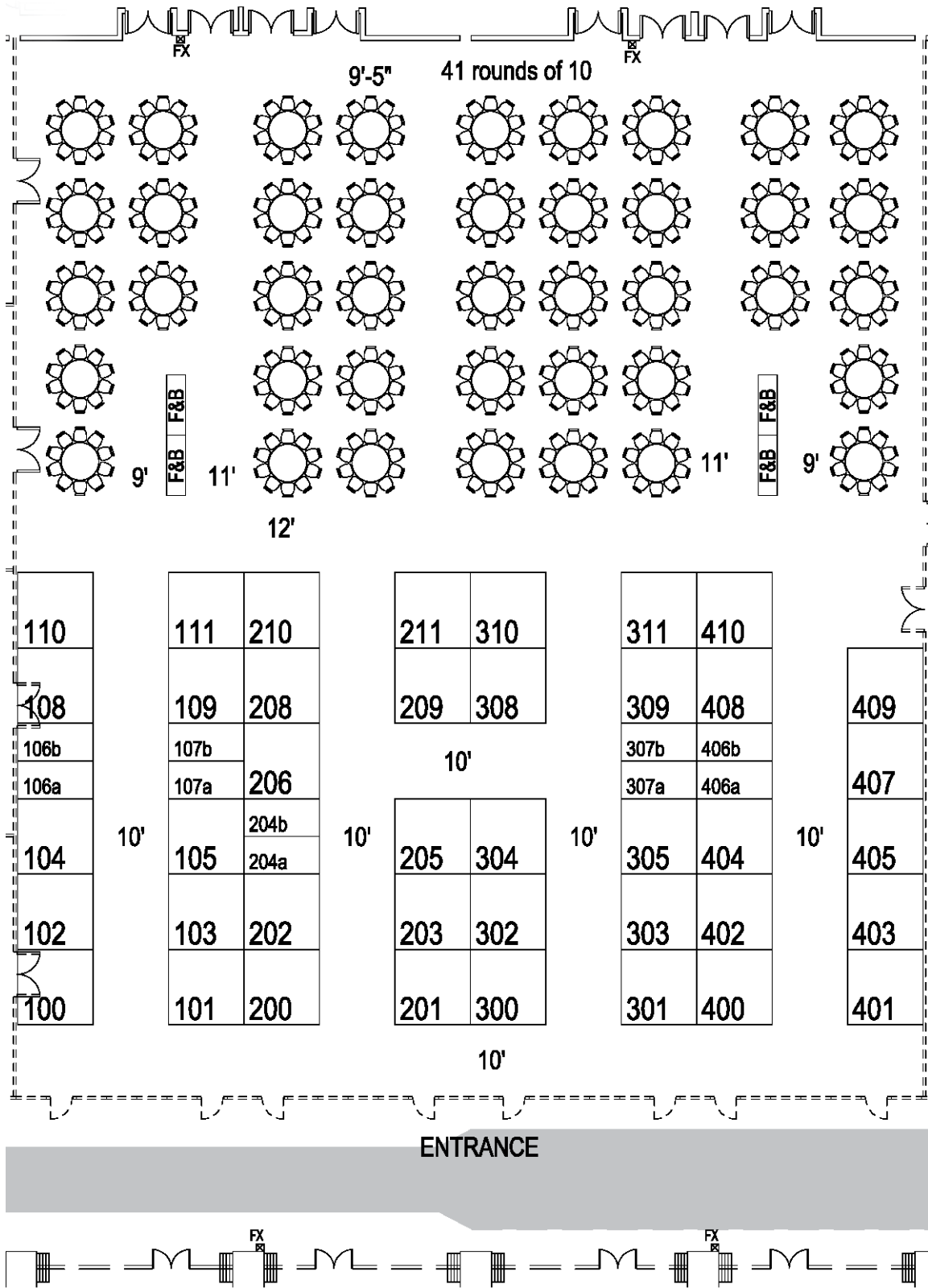
*Submit contract & payment to:*

**NANPA**  
6382 Charleston Road  
Alma, IL 62807

720.480.7560 (p) | 618.547.7438 (f) | [ginahead@nanpa.org](mailto:ginahead@nanpa.org)

# 2019 Nature Photography Summit

## EXHIBIT HALL FLOOR PLAN



# 2019 Nature Photography Summit

## EXHIBITOR TERMS AND CONDITIONS

**These Terms and Conditions are designed to implement, in a fair, effective, and equitable manner, the principles set forth by NANPA.**

### 1) Confirmation and Assignment

Confirmation will be sent in writing. Space will be assigned based on payment receipt date. NANPA reserves the right to assign space as necessary in the Summit's best interests. Every effort will be made to assign exhibitors their first choice of locations or as near the first choice as possible. When two or more exhibitors ask for the same booth location, booths will be assigned in accordance with date of receipt of payment and application.

### 2) Payment Plan

Option 1: The total amount may be paid with the contract.  
Option 2: Half of the total amount is needed as a deposit when the contract is submitted. The remaining total is due within 30 days of when the contract was submitted.  
If contract is submitted on Friday, January 18, 2019 or later, the full amount is due with the contract.

### 3) Exhibit Space Specifications & Fees

Each 10'x10' exhibit includes a draped 6' table, two chairs, a wastebasket, a standard sign plus an 8' draped back wall, 3' draped side rails and carpet in the booth. Each 10'x10' booth also includes two registrations to attend the Summit sessions (keynote speakers and breakout sessions). Show colors will be indicated in the decorator kit sent at a later date. Each 5'x10' exhibit includes a draped 4' table, two chairs, a wastebasket, a standard sign plus an 8' draped back wall, 3' draped side rails and carpet in the booth. Each 5'x10' booth also includes one registration to attend the Summit sessions (keynote speakers and breakout sessions). Show colors will be indicated in the decorator kit sent at a later date. Booth fees are based on space as noted above, and discounted fees are available for purchase of multiple booths as stated in the contract. See floor plan for the arrangement of booth locations (subject to change as necessary at NANPA's discretion).

To maintain uniformity and to prevent the obstruction of view of adjoining booths, displays must not be higher than 8' in the back and 4' along dividers and aisles. No walls, partitions, decorations, or any other obstructions may be erected that in any way interfere with the view of any other exhibit unless agreed in writing by exhibitor and NANPA prior to the exhibition. Exhibitors wishing to use other than standard booth equipment or any signs, decorations, or arrangements of display materials conflicting in any way with these above regulations, must submit two copies of a detailed sketch of a proposed layout at least 60 days prior to the opening of the exhibit.

### 4) Exhibitor's Schedule

NANPA reserves the right to make changes to the schedule at its discretion. Each exhibitor will complete arrangements for removal of material from the exhibit hall in accordance with the following rules: No packing or dismantling of exhibits will be allowed until the official closing of the NANPA Trade Show, and all material must be packed and ready for shipment three hours after the tear-down starts. All space occupied by an exhibitor must be surrendered in the same condition as originally leased at the commencement of occupation.

### 5) Cancellation

Cancellation must be in writing and postmarked by December 14, 2018, to receive a full refund less \$100 processing fee. There will be no refund for cancellations received after December 14, 2018.

### 6) Subletting or Sharing Booth Space

Subleasing or sharing a booth is not permitted unless previously agreed upon in writing with NANPA. Each booth should only represent the one company that purchased it.

### 7) Solicitation

Solicitations or demonstrations by exhibitors must be confined to their respective space, except reserved demonstration sessions.

### 8) Exhibit Hall Attendance

Attendance at the exhibits is for Summit registrants and for the public with a separate free registration. There will be designated hours to allow the public to attend the Trade Show.

### 9) Liability and Indemnity

The Exhibitor, upon contracting to exhibit, agrees to protect, indemnify, defend and hold harmless NANPA and its officers, directors, employees, committee members and agents, and the hotel and its officers, directors, employees, and agents, from any and all claims, losses, damages, injury, or expenses arising out of or caused by exhibitor's installation, removal, maintenance, occupancy, or the use of the exhibition premises or a part thereof or other activities or functions of the exhibitors. The exhibitor acknowledges that the exhibitor is responsible for obtaining insurance coverage in such amounts as deems appropriate to comply with its obligations herein and for its own protection. NANPA will not be responsible for delays, damage, loss or other unfavorable conditions caused by circumstances beyond its control. Under government order, emergency, or other fair reasons beyond its control, NANPA reserves the right to cancel the show with no further liability to the exhibitors than full refund of space rental payments made. NANPA reserves the right to change the location of the exhibition in the event a strike, fire or Act of God should render the hall, in which the exhibition has been scheduled or any other convention facility, unusable.

### 10) Security

Security will be provided from move-in to move-out. The area will be secured at all times, other than exhibition show hours. Each exhibitor is responsible for safeguarding his/her materials, equipment and exhibit. NANPA is not responsible for loss or damages to any property.

### 11) Shipping

Exhibitors are responsible for any handling charges associated with their packages. We recommend that you use a traceable service. The shipping address, dates and forms will be located in the exhibitor kit sent directly to you by the Trade Show decorator. NANPA, the decorator, its employees and agents are not responsible for the shipping of stored materials.

### 12) Utilities

Utilities (e.g., electrical, internet connection, telephone, etc.) must be ordered directly from the designated vendors and are not included in the fee. Order forms will be in the exhibitor kit from the decorator.

### 13) Fire Codes

Exhibitors must conform to all fire regulations of the facility.

### 14) Hotel Use

NANPA reserves the right to control suite reservations and meeting space at the hotel. No exhibitor will be allowed access to a hotel suite to circumvent the NANPA Exhibits. No social functions may be scheduled during NANPA Summit events. If space is needed, you must submit a request for approval.

### 15) Interpretation and Enforcement

These terms and conditions are part of the contract between the exhibitor and NANPA. NANPA has full power of interpretation and enforcement of these rules and its decision is final. All matters in question not covered by these rules are subject to the decisions of NANPA, and all decisions so made shall be binding on all parties affected by them as the original regulations. Exhibitors or their representatives who fail to observe these conditions or contract or who, in the opinion of NANPA, conduct themselves unethically may be dismissed from the exhibition without refund or appeal.