

2016 Convention Exhibit Space Order Form

Tennessee Credit Union League

Return to: Trish Patterson
Tennessee Credit Union League
P.O. Box 21550
Chattanooga, TN 37424-0550

PRICE PER BOOTH \$950.00
FEES DUE April 22, 2016

Check for booth fee must accompany this order. Please make check payable to Tennessee Credit Union League.

Exhibitor _____

Brief description of product or service to be offered _____
This description will be used in the listing of exhibitors in the convention handouts. Limit 75 words.

Mailing Address _____

Contact Person _____ Telephone _____

Email _____ Contact Name for Directory Listing _____

Booth Sign should read: _____

Date _____ Signed _____

The three registrations included in the booth fee will be: (Please list names as they should appear on name badge.)

Additional Registrations:
(list names)

Please email a high resolution or similar file of your logo to
tpatterson@yourleague.org

Booth space preferences are _____,
List any companies you would prefer NOT to be located near _____

Golfers and their average scores Amount enclosed: Booth Rental Fee _____
_____ Additional Registrations @\$50.00 each _____
_____ Number of golfers @ \$149.00 each _____

Total amount enclosed _____

Extra equipment rental forms and drayage information will be sent upon receipt of this form and booth fee.

All cancellations must be made in writing to the Exhibits Manager. If notification is received on or before February 25, 2016, all monies, less a \$300 administrative fee per booth, will be refunded. Cancellations received February 26, 2016 until March 26, 2016, 50% of monies will be refunded. Cancellations received after March 26, 2016, obligates exhibitor to full payment of the rental & forfeiture of all monies paid. No refunds will be made after March 26, 2016.

Exhibit Information

1. Booth Assignments will be made on a first come, first serve basis.
2. Exhibitor's Representative (Contact Person): The Exhibitor will name one (1) individual as its duly authorized representative, to have charge of the exhibit, and accepts and assumes responsibility for such representative, or alternate, being in attendance at its exhibit throughout all exhibit periods.
3. Hold Harmless Clause: Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save the Tennessee Credit Union League and its employees, and agents harmless against all claims, losses, and damages to persons or property, governmental charges or fines and attorneys' fees arising out of or caused by the Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or part thereof.
4. Shipping Instructions: Fern Expositions will email the show's information kit to the email address provided on the booth order form.
5. Electrical and Internet Connections order information will be included with the Fern Expositions packet. These services are not included in the \$950 booth fee.
6. The Tennessee Credit Union League shall not be liable, either financially or otherwise, in the event that the conference is canceled, postponed, or relocated on account of fire, strikes, government regulations, casualties, acts of God, or other causes beyond the control of the Tennessee Credit Union League.