

# AAMGA Trade And Vendor Show Application For Exhibit Space

**May 18, 2009 - Boca Raton Resort & Club, Boca Raton Florida**

We welcome you to join us as an Exhibitor at our 83rd Annual Meeting. Please complete all items on the questionnaire and return this form along with the appropriate fees to AAMGA Headquarters, 150 South Warner Road, Suite 156, King of Prussia, PA 19406 or fax to 610.225.1996.

We, the undersigned, hereby apply for space at the AAMGA 2009 Trade and Vendor Show to be held at the Boca Raton Resort & Club, May 18, 2009. We agree to comply with the exhibit regulations, instructions and conditions contained herein and with all conditions under which the facilities at the Boca Raton Resort & Club are provided to the AAMGA.

We further understand that the rental fee per booth includes only those services listed under the Trade and Vendor Show information. We request AAMGA Headquarters staff to assign us what is considered the best exhibit space based on our assigned priority number. Every effort will be made to accommodate specific space requests. Premium Exhibit Spaces are on a first come, first served basis. We understand this application becomes a contract when signed by us and accepted by AAMGA. We agree to remit rental for the exhibit space with this application. If you have any questions, please contact Caitlin Skelton at 610-225-2360 or email at Caitlin@aamga.org.

## AAMGA Member Exhibitors

	\$550	Exhibit Space Registration
	\$650	Premium Exhibit Spaces 1,2,3,4,17,18,19,20,21,22,23,24,25,26,27,28,29,30,31,52,53,54,55
	\$250	Per Booth Representative Fee
	\$650	Exhibit Space - Late Registration (After 3/10/09) *Premium Spaces \$100 Extra
	\$300	Per Booth Representative Fee Late Registration (After 3/10/09)

## Non-AAMGA Member Exhibitors

	\$1,650	Exhibit Space Registration
	\$1,750	Premium Exhibit Spaces 1,2,3,4,17,18,19,20,21,22,23,24,25,26,27,28,29,30,31,52,53,54,55
	\$250	Per Booth Representative Fee
	\$1,950	Exhibit Space - Late Registration (After 3/10/09) *Premium Spaces \$100 Extra
	\$300	Per Booth Representative Fee Late Registration (After 3/10/09)

**Each registered Exhibitor will be able to attend Trade Show functions only, unless a ticket is purchased for the Opening Reception. For access to all other Annual Meeting events, you must register as AAMGA Member Full Meeting Delegate.**

Opening Reception: \_\_\_\_\_ X \$150 per person = \$ \_\_\_\_\_

Booth Number Selections: 1st Choice: \_\_\_\_\_ 2nd Choice: \_\_\_\_\_ 3rd Choice: \_\_\_\_\_

NAME OF BOOTH REPRESENTATIVE

COMPANY NAME

ADDRESS

CITY

STATE

ZIP

BUSINESS PHONE

E-MAIL

**METHOD OF PAYMENT:**  CHECK (Made payable to AAMGA)  AMEX  MASTERCARD  VISA

CREDIT CARD NUMBER

EXPIRATION DATE

SIGNATURE

CHECK HERE IF YOU WOULD LIKE TO BE CONTACTED BY THE AAMGA REGARDING DISABILITY OR DIETARY NEEDS

**PLEASE COMPLETE A SEPARATE FORM FOR EACH ATTENDEE**

# Official Regulations And Conditions Of Contract

## Management

All exhibits in the Annual AAMGA Trade and Vendor Mart will be under the direction and management of the American Association of Managing General Agents (AAMGA). These rules become part of the contract between the Exhibitor and the AAMGA. The AAMGA has the full power of interpretation and enforcement of these rules and may amend them at any time. All matters not covered by these regulations are subject to the decision of the AAMGA and all decisions so made shall be binding on all parties affected by them as well as by the original regulations.

## Eligibility

The AAMGA determines the eligibility of any company or product for exhibit. Acceptance of an application does not imply endorsement by the AAMGA of the applicant's products or services, nor does rejection imply lack of merit of same.

No Exhibitor may sublet, assign or apportion any part of the space allotted, or represent, advertise or distribute literature for the product or services of any other firm or individual.

AAMGA reserves the right to restrict exhibits that, because of method of operation or any other reason, interfere with the traffic of conduct of others. It may forbid installation or request removal or discontinuance of any exhibit or promotion that detracts from the character of the Convention as a whole. In the event of such restrictions or evictions, AAMGA is not liable for any refund of rental or other expenses.

## Liability

Space is leased with the understanding that the American Association of Managing General Agents and the exhibit facility will act for the exhibitor and its representative(s) only in the capacity of agent, and not as principal, and that AAMGA and the exhibit facility assume no liability whatsoever for damages for any act of commission or omission in connection with said agency, and the exhibitor and its representative(s) only in the capacity of agent, and not as principal, and that AAMGA and the exhibit facility assume no liability whatsoever for damages for any act of commission or omission in connection with said agency, and the exhibitor and its representative(s) hereby assumes the entire responsibility and liability for losses, damages and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend and hold and keep forever harmless the Hotel, its owner, the AAMGA, and its management company, as well as their respective agents, servants and employees from any and all such losses, damages and claims. All points not covered herein are subjected to settlement by the AAMGA.

## Security and Insurance

The AAMGA will provide guard service during official periods of installation, showing and dismantling and exercise reasonable care for the protection and security of the exhibitor's materials and displays. The exhibitor agrees to make no claim for any reason whatsoever against the AAMGA, the exhibit facility or exhibit management for loss, theft, damage or destruction of goods, nor for any injury to the exhibitor or its employees or representatives while in the exhibit hall; nor for any action of any nature of exhibit management, or its employees or agents; nor for failure to hold the show as scheduled. Exhibitors are urged to insure their property against fire and theft.

## Care of Premises

Booth decorations and construction must conform to local fire regulations. No part of an exhibit, and no signs or other materials may be pasted, nailed or otherwise affixed to the walls, doors or other surfaces in any way that might mar or deface premises or booth equipment furnishings. Damage from failure to observe this notice is payable by the exhibitor.

## Booth Personnel

Only those persons registered to attend the AAMGA Annual Meeting will be admitted to the Exhibit Hall. No one may invite guests or other unregistered persons into the hall for any reason. Exhibit personnel must wear AAMGA identification badges while on the exhibit floor. The AAMGA reserves the right to evict anyone from the Exhibit Hall who does not display proof of meeting registration.

## Cancellation and Refunds

In the event of cancellation of the AAMGA Trade and Vendor Show due to fires, strikes, weather, government actions or other causes beyond the AAMGA's control, the AAMGA shall not be held liable. The AAMGA shall determine the amount of exhibitor's fees to be refunded. Booth fees or exhibits cancelled in writing by March 10, 2009, will be refunded less a \$150 administrative fee. Thereafter, no refunds will be issued for cancellation of exhibit space.

## Arbitration Clause

The parties agree that any claim or dispute concerning questions of fact or law arising out of or in relation to this contract, its performance or alleged breach, shall be submitted to arbitration in accordance with the rules of the American Arbitration Association. The decision of the arbitration shall be conclusive and binding on both parties.