



SOUTHEAST

POOL & SPA SHOW

2024 Exhibitor Space Contract

February 19th-21st, 2024

Music City Center - Nashville, Tennessee



Monday, February 19th - Exhibitor move in at 8:00am

Tuesday, February 20th - Show Floor Open 11:00am to 4:00pm

Wednesday, February 21st - Show Floor Open 10:00am to 2:00pm

EXHIBITING COMPANY INFORMATION

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Company Website: _____

Primary Contact Name: _____ Primary Contact Email: _____

Booth Coordinator: _____ Booth Coordinator Email: _____

Products to be Displayed: _____

Exhibitor Signature: _____ Title: _____

EXHIBIT SPACE INFORMATION

Take advantage of the Early Buy rates through September 1st, 2023.

		Early Buy through Sept. 1st		After September 1st	
		1 to 3 Booths	4 or more	1 to 3 Booths	4 or more
Southeast Show Only	Per 10'x10' Booth	\$1,595*	\$1,440*	\$1,675*	\$1,515*
Duo Show Exhibitor (SE & Mid America Show)	Per 10'x10' Booth	\$1,440*	\$1,345*	\$1,515*	\$1,385*

*Premium booth space (corners) will be \$100 extra.

BOOTH PREFERENCES

My booth choices, in order of preference are:

1. _____

2. _____

3. _____

PAYMENT INFORMATION

of 10x10 spaces: _____ x \$ _____ = \$ x 50% = Deposit \$ _____

50% Deposit due with contract.

Please charge my Visa MasterCard American Express Discover

Card Number: _____ Exp. Date: _____ CSV: _____

Name as it appears on Card: _____ Signature: _____

By signing above, you are authorizing the balance to be charged to this card on September 1st, 2023.

To Submit Contract and Payment:

Fax to **815.642.8730** or mail to

Southeast Pool & Spa Show

PO Box 455

Palos Park, IL 60464

Questions? Call Jocelyn Young at 630.308.1363
or send her an email at Jocelyn@MidAmericaShow.com



MID AMERICA
SOUTHEAST SHOWS

Exhibitor Terms & Conditions

Southeast Pool & Spa Show

February 19-21, 2024 - Exhibits Open February 20 & 21



MID AMERICA
SOUTHEAST SHOWS

1. Location: The 2024 Southeast Pool & Spa Show will be held in Exhibit Hall 2A and surrounding meeting rooms at Music City Center, Nashville, TN. The number for Show Management is 630.308.1363.

2. Booths: A standard booth size is 10'x10' with 8' high back drape and 3' high sidewall drapes. A 7"x44" sign with the company's name is included in the booth. All display items or fixtures over 4'10" in height must be confined to that area of the exhibitor's space that is at least 5' from the aisle line. This also pertains to peninsula booth exhibits at the end of aisles. Displays along the "back wall" of peninsula exhibits may not be over 4' high or within 5' of the ends of the back wall. No part of a display may be taller than 8' without the permission of Show Management.

3. Exhibit Fee: The Early Bird fee to exhibit prior to September 1: \$1595 per 10x10 booth (1-3 booths) and \$1440 per 10'x10' booth (4+ booths). The regular rate will be applied after September 1: \$1675 per 10'x10' booth (1-3) and \$1515 per 10'x10' booth (4+ booths). A discount will be given, as outlined on the Exhibitor Contract, for companies exhibiting at both the 2024 Mid America and 2024 Southeast Shows. Furnishings and other decorator services and equipment must be ordered through out official exposition services company, Viper Tradeshow Services. Electricity must be ordered through the convention center directly. Additional charges will apply.

4. Application for Exhibit Space: Application for exhibit space must be made on the official 2023 Southeast Pool & Spa Show Exhibit Contract. Payment of at least 50% of the total exhibit fee must be included with contracts received by Show Management before October 31, 2023. The remaining balance is due October 31, 2023. Payment with the total exhibitor fee must be included with contracts received after October 31, 2023. The contract must be signed to be eligible for space assignment. The exhibitor fully understands that upon assignment of space the contract becomes a binding agreement subject to the terms and conditions contained herein and any policies, rules and regulations set forth by Show Management. Show Management reserves the right to reject an application which in its judgment is not appropriate for the Show.

5. Assignment for Exhibit Space: Space will be assigned first according to contracts received by September 1, 2023 and on a first-come, first-serve, basis. Show Sponsors are given priority over other exhibitors at time of space assignment. A signed contract with required payment must be received before space is assigned. However, Show Management reserves the right to assign booth space according to the needs of the Show and can change assignments at any time it deems necessary for the good of the Show.

6. Cancellation and Refund Policy: A refund equal to the total amount paid, less 25% of the Total Exhibit Fee will be made if written cancellation notice is received by the Southeast Pool & Spa Show by October 31, 2023. There will be no refunds for cancellations received after October 31, 2023. Exhibit fees paid cannot be transferred to other Mid America Shows. Should the Southeast Show not be able to hold the event on February 19-21, 2024 due to government restrictions (Covid-19), exhibitor will have the choice for either a refund, or to transfer their deposit to the 2025 event.

7. Booth Personnel: Exhibitor badges will be required for all exhibitors' personnel. A personnel registration form will be sent to exhibitors upon assignment of exhibit space.

8. Solicitation and Distribution of Printed Matter: Solicitation of customers, perspective customers and distribution of advertising materials, samples, souvenirs, publications and printed material of any sort, shall be restricted to the exhibitor's exhibit space. Distribution of materials outside of the exhibitor's space or on the property outside of the exhibit area must be approved by Show Management.

9. Subletting and Sharing of Space: Exhibitors may not assign, sublet or share exhibitor space and may not display products or services other than those normally sold by them unless prior written approval is obtained from Show Management. Manufacturer representatives may have only up to two, and no more than two, exhibiting companies per 10'x10' booth. Other companies desiring to "share" exhibit space must apply for at least one booth each by completing a separate contract for each company at the full rate and remitting payment as required. (For example, two companies can only "share" two or more booths.)

10. Installation and Dismantling: All displays must be set up prior to the official opening of the show. Space not occupied or set up by 8:00 am Monday, February 19th, 2024 may be reassigned for other purposes. Exhibitors may not change assigned space. Show management reserves the right to substitute comparable exhibit space due to unforeseen circumstances. Exhibitors may not break down prior to 2:00 pm on Wednesday, February 21st, 2024. Early dismantling will be subject to a \$500 fine.

11. Liability Policy: The exhibitor indemnifies and agrees to hold harmless Southeast Pool & Spa Show, Music City Center and Viper Tradeshow Services and their officers, directors, employees and agents from and against any actions, losses, costs, damages, claims and expenses (including reasonable attorney fees) arising from damage to property or bodily injury to exhibitor agents, representatives, employees by reason of the exhibitors occupancy or use of the exhibiting facilities.

12. Insurance: Each exhibitor shall carry its own insurance at its own expense. The Southeast Pool & Spa Show, Music City Center and Viper Tradeshow Services assume no responsibility for the safety of the property of the exhibitors. Show Management will exercise reasonable care in safeguarding exhibitor's property. However, exhibitors should insure their own materials during the period that their materials are in the exhibition hall, covering all risks (liability, fire, theft, damage, etc).

13. Protection of the Exhibit Facility: Nothing shall be posted on, tacked, nailed or screwed or otherwise attached to the columns, walls, doors or other part of the exhibition area without permission from Show Management. Packing, unpacking and assembly of exhibits shall be done only in designated areas and at such times designated by Show Management, Viper Trade Show Services, or Music City Center.

14. Service Contractor and Shipping Information: Viper Tradeshow Services is the Show's official services contractor. Beginning October 15, Viper Tradeshow Services will send a complete exhibitor services kit to companies that have designated on the contract and will include shipping information, services available and their cost. Viper Tradeshow Services phone number is (847)-426-3100.

15. 2024 Exhibitor Schedule:

- **Monday, February 19:** Exhibitor Move in 8:00 am - 6:00 pm
- **Tuesday, February 20:** Exhibits Open 11:00 am - 4:00 pm
- **Wednesday, February 21:** Exhibits Open 10:00 am - 2:00 pm