

EXHIBITOR REGISTRATION

Fax completed form to:
617-849-5458

TRAVEL EXPO *Romance*

Sunday, October 23, 2011 • 11:00 AM to 5:00 PM
The Westin Waltham - Boston • Waltham, MA • www.romancetravelexpo.com

EXHIBITOR INFORMATION

Company: _____ Primary Contact: _____
Address: _____ Title: _____
Telephone: _____ E-mail: _____
Fax Number: _____ Web-Site: _____
Exact Wording of Booth ID Sign: _____

BOOTH REGISTRATION

Booth Package includes: • (1) 6-ft draped table • (2) chairs • Booth ID sign

Single Booth Package: \$695 \$ _____
Register and pay by September 15, 2011

FORM OF PAYMENT

Registration Deadline: September 15, 2011

Please select ONE form of payment:

Company Check: # _____ Make check payable to: **A Girl's Gotta Go, LLC**
Send check to: A Girl's Gotta Go • P.O. Box 425761 • Cambridge, MA 02142 • ATTN: Stacy Evos

Credit Card (Check One): **American Express** **VISA** **MasterCard**
Note: Charges will appear as "A Girl's Gotta Go" on your credit card statement.

Credit Card #: _____ **Expiration Date:** _____
Name of Cardholder _____ **Security Code:** _____
Billing Address _____
_____ **Cardholder's Signature:** _____

All payments are due in full by September 15, 2011.

OPTIONAL PRIZE DONATION

Free prize drawings will be held at the event. If you are interested in providing a prize, provide a description below. All prizes will be posted on the Show web-site prior to October 23, 2011, and will be listed in the on-site program guide.

Yes, I am interested in offering a prize **Retail Value (USD):** _____
Description: _____

CONTRACT CONFIRMATION & SIGNATURE

See next page for Romance Travel Expo TERMS and CONDITIONS.

I have read and agree to the Romance Travel Expo Terms and Conditions.

Authorized Signature: _____ **Print Name:** _____
Title: _____ **Date Signed:** _____

FOR MORE INFORMATION

Stacy Evos:
617-314-7266 • stacy.evos@romancetravelexpo.com

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TERMS AND CONDITIONS

SPACE ASSIGNMENT: The booth space or sponsorship contracted is to be used solely for the Exhibitor whose name appears on the contract. It is agreed that the Exhibitor shall not sublet or assign any portion of the space with the written consent of RTE (Romance Travel Expo) Show Management. RTE reserves the right to assign the actual floor positioning. Travel vendors are NOT permitted to have any retail travel agents in their booths with them. As the show's co-producer, *A Girl's Gotta Go* will have travel consultants available during all show hours to take bookings.

PAYMENT TERMS / CANCELLATION POLICY: Exhibitor will be obligated for full payment either by check or credit card. Once the signed contract has been submitted, the agreement to participate in the Romance Travel Expo is binding. Payment is final and non-refundable. If paying by check, and bank fees are associated with insufficient funds, the amount will be charged to the Exhibitor.

MERCHANDISE EXHIBITED: No exhibitor shall exhibit, in the booth space contracted, any other product and/or service other than which was agreed to, for participation in the Romance Travel Expo. Display of promotional materials including, but not limited to, signs, collateral or business cards from non-exhibitors is prohibited.

INBOUND / OUTBOUND PACKAGES: Exhibitors shipping materials to The Westin Waltham - Boston will be responsible for any inbound package handling fees imposed by the hotel. These fees will include material handling and storage charges, and range from \$5 to \$20, based on weight and # of boxes received by the facility. An Outbound Package handling fee of \$5 per box may be imposed, and is the responsibility of the on-site Exhibitor representative.

FOOD AND BEVERAGE SAMPLING: Distribution of *any edible items* is subject to the approval of the RTE Show Management and The Westin Waltham - Boston. Exhibitors who distribute edible items will assume full liability and hold harmless the Romance Travel Expo in regards to any and all damages and injury resulting from said edible items. Distribution of alcoholic beverages is prohibited.

SHOW ATTENDEE LIST: A complete list of attendees will be made available to each Exhibitor within 30 days of the Expo. The list will be e-mailed to the primary contact listed on this contract. The Exhibitor agrees NOT TO SELL or otherwise transfer this list to any other business or individual for any reason. The Exhibitor agrees to be held liable for any unauthorized use of this list. The damages for *each* unauthorized use of this list will be set at the dollar amount equal to the cost of the Exhibitor's participation or sponsorship fee.

LIABILITY: The Romance Travel Expo, The Westin Waltham - Boston, their agents and employees, shall not be responsible for any loss, theft or damage to the property of the Exhibitor, his employees or representatives. Furthermore, the Romance Travel Expo and their agents and employees shall not be responsible for any damage, illness or injury to Exhibitor personnel, agents and attendees. Exhibitor shall indemnify and hold harmless the Romance Travel Expo and/or The Westin Waltham - Boston from all liability which might ensue from any cause whatsoever, including attorney's fees. The Romance Travel Expo shall not be responsible for loss or damage to displays or goods belonging to Exhibitors, whether resulting from fire, storms, Acts of God, air conditioning or heating failure, theft, pilferage, mysterious disappearance, bomb threats or other causes. All such items are brought to the Exhibition and displayed at the Exhibitor's own risk, and should be safe-guarded at all times. Under no circumstances shall the Romance Travel Expo be liable for lost profits or incidental or consequential damages. Exhibitor shall obtain, at its own expense, adequate insurance against any such injury, loss or damage or all claims which may arise in connection with the installation, operation and dismantling of the Exhibitor's display. Anyone visiting, viewing or participating in the Exhibitor's exhibit area is deemed to be the invitee or licensee of the Exhibitor, rather than the invitee or licensee of the Romance Travel Expo.

MERCHANDISE REMOVAL: No exhibit or part of an exhibit may be removed until after the closing hour of the RTE. Exhibitors who violate this provision will forfeit their rights to the list of RTE attendees, and may be precluded for further participation in future shows. Exhibitors must be removed from the building by the time specified. In the event that the Exhibitor fails to remove their exhibit in the allotted, time the RTE reserves the right to ship the exhibit through a carrier of the RTE's choose, at the exhibitor's expense, or to place the same in a storage warehouse at the Exhibitor's expense. Shipment or storage will be made without any liability to, or against, the RTE.

BUILDING AND EQUIPMENT: Exhibitors or agents must not injure or deface the walls or floors of the building, the exhibit space or the equipment of the exhibit spaces. Hanging promotional materials from the walls of the venue is not permitted. When such damages appear, the Exhibitor, if liable, will be responsible for all costs. All materials used in booth decoration must be flame-proof. Electrical wiring must conform with the National Electric Code Safety rules, and all other applicable rules, regulations, fire laws, electrical codes and other laws of the city of Waltham, MA. Combustible materials or explosives are not permitted. The Exhibitor shall also comply with all reasonable requests of officials of the venue and the RTE with respect to the installation, conduct and disassembly of its exhibit. Electricity will be available to exhibitors at \$10 per power strip, to be ordered directly from the Westin Waltham-Boston hotel. The information and order forms will be sent after Exhibitor Registration has been received and confirmed.

PUBLICITY: The Exhibitor agrees that the RTE may list the Exhibitor in promotional materials. Photography and/or video taken at the Show may be used for publicity purposes without compensation to the Exhibitor.

EMERGENCY SITUATIONS: If, in the event, that the Romance Travel Expo is not held due to weather situations, national emergencies and strikes, and Acts of God, it is understood that all monies paid by the Exhibitor to the Romance Travel Expo will be retained.

MISCELLANEOUS: Each Exhibitor, for itself and its employees, agrees to abide by this agreement and any amendment there to. Exhibitor further acknowledges that the Romance Travel Expo reserves the right to reject, eject or prohibit any exhibit in whole or part, or any Exhibitor or his representatives, without giving cause. This contract shall be governed, construed and enforced in accordance with the laws of the State of Massachusetts. Romance Travel Expo shall be entitled to recover all costs of any suits including reasonable attorney's fees.

For More Information:

Stacy Evos

stacy.evos@romancetravelexpo.com

Monica Lewis:

monica.lewis@romancetravelexpo.com

Premier Media Sponsor

