

**AGREEMENT FOR OCCUPANCY OF EXHIBIT SPACE**

WMR 2008 – Trade Show & Exhibit – October 23-25, 2008 – Santa Fe, NM

*Santa Fe Center*

**Terms**

Subject to the policies stated in the Display Rules and the Exposition Policy Manual that are a part of this Agreement, we hereby lease booth space from WMR 2008 Committee for the duration of this Trade Show. We agree to pay according to the following schedule:

- Prime booth (10’ deep x10’ wide)                      \$1,000.00 (Booth #'s 17,25,36,37,42,43,48,54,55)
- Corner Booth (10’ deep x10’ wide)                      \$850.00 (Booth #'s 09,16,17,24,30,31,49,60,61,68,69,76)
- Standard Booth (10’ deep x10’ wide)                      \$700.00

We also agree to pay appropriate registration fees for all booth personnel in excess of the complimentary allotment. (Two complimentary badges will be provided for each Standard Booth: three complimentary badges will be provided for each Prime & Corner Booth requested.) Prior to July 31, 2008 an advance deposit equal to 50% percent of the total space rental and this completed agreement are required at the time of selection made payable to **WMR 2008**. After August 26, 2008 full payment of the total space rental and this completed agreement are required at the time of selection. All outstanding balances must be paid in full prior to September 19, 2008 preceding the exposition. After the deposit or final payment is received, the following schedule applies on cancelled exhibit space:

<u>Date of cancellation</u>	<u>% of Payment Forfeited by Exhibitor</u>
On or after September 22, 2008	100%
August 1 to August 29, 2008	50%
July 14 to July 31, 2008	0%

All cancellation requests must be submitted to the WMR 2008 Trade Show & Exhibit Committee in writing and must contain a brief explanation for the cancellation.

**Booth Location Preference**

The following booth number(s) indicate choice of space locations: First \_\_\_\_\_ Second \_\_\_\_\_ Third \_\_\_\_\_

If none of the above preferences are available, the WMR 2008 Trade Show & Exhibit Committee reserves the right to make the selection for the exhibitor. However, the WMR 2008 Trade Show & Exhibit Committee will attempt to satisfy the specific needs of the exhibitor. All exhibits will be housed in the Sweeney Ball Room of the *Santa Fe Center* in Santa Fe, NM.

**Conference Feature Sponsorships:** Level \_\_\_\_\_ Amount \_\_\_\_\_  
(Please refer to the attached Conference Sponsorship opportunity form)

**Conference Publication Advertising:** The WMR 2008 Conference Program will be published in conjunction with McGraw-Hill Construction and will also be inserted in McGraw-Hill Construction’s October 2008 issues of *Southwest Contractor*, *Colorado Construction* and *Intermountain Contractor*. You will receive information about this excellent advertising opportunity in early July 2008.

List the company name, address, phone and fax numbers, as they are to appear in all WMR 2008 listings and publicity:

Company \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Address \_\_\_\_\_ Second Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Web Site address \_\_\_\_\_ E-mail \_\_\_\_\_

Contact Person to receive all correspondence \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

**Conditions**

This agreement is subject to the conditions named below, also to all conditions under which the exhibit area is made available to the WMR 2008, and these conditions are a part and shall be so considered. All outstanding balances for exhibit space must be paid in full prior to September 29, 2008 preceding the exposition. Past due sums shall bear interest at the highest legal rate permitted by law.

All outstanding balances due WMR 2008, for advertising, sponsorships, etc., must be paid in full prior to the first exhibitor move-in day. Exhibitors with unpaid balances of any nature will not be allowed to begin ingress, nor to occupy any portion of the exhibit space, or to have access to individual exhibitor registration materials. Exhibitors are not allowed to sublet any part of the exhibit space, individuals staffing the exhibit space during trade show hours shall be officially registered and shall wear official WMR 2008 badges the bear the name of the exhibiting company as designated herein.