



APPLICATION AND CONTRACT FOR BOOTH SPACE

AEG•2013 – 56TH ANNUAL MEETING
Association of Environmental & Engineering Geologists
Westin Seattle, WA
September 10-13, 2013



IMPORTANT: PLEASE PRINT CLEARLY!!

Date of Application: _____

Applicant Company Name: _____

On-Site Contacts: _____

Street Address: _____

City, State / Province: _____

Country / Postal Code: _____

Authorized Signature (required): _____

Print full name and title of signatory: _____

Telephone: _____ Fax number: _____

Company Web Address _____ Contact's E-mail Address: _____

Number of booth spaces needed: _____

Booth Choice: (list at least 3) 8' deep-x-10' wide booth at \$1,275.00 each.
Sign up by April 1, 2013 and receive the discounted price of \$1175.00

#1 _____ #2 _____ #3 _____ #4 _____ #5 _____

Check enclosed in the amount of \$ _____ US

Product/services description (for listing in program guide and website). Please note: the final program copy will read exactly as you have typed it below; please limit your description to 25-50 words.

To help us assign you the best booth location, please list the names of competitors you do not wish to be near.

You will be given five passes to give to your clients so they may come and visit you at our annual conference. Each pass after the first five will cost \$10.00 per pass. **YES, I want extra passes:** # of passes _____

Mail this copy with full payment to: AEG•2012 Annual Meeting, PO Box 460518 Denver, CO 80246. If you have any questions, please call: 303-757-2926 and ask for Heather. Note: This is a binding contract. Applicant implies that the exhibitor will abide by the AEG's show rules. Booth space cannot be guaranteed unless application is accompanied by full payment.

Included with your 8'x10' booth charge of \$1, 275.00 is:

- One 6-foot by 2-foot skirted table, two chairs, one wastebasket
- Electricity
- Lettered company sign
- Complimentary Wireless Internet for one computer
- Ice Breaker on September 10, 2013 Exhibitors' Lunch on September 11, 2013, Mid-morning and mid-afternoon technical session breaks
- One ticket to our Annual Banquet, September 12, 2013
- Two full meeting registrations
- One copy of attendee list (e-mailed 4-6 weeks after the annual meeting)

AEG•2013
ASSOCIATION OF ENVIRONMENTAL & ENGINEERING GEOLOGISTS ANNUAL MEETING
CONTRACT TERMS AND CONDITIONS

1. **Purpose:** The exhibition is coordinated by the Association of Environmental & Engineering Geologists (AEG) for the scientific, technical, business, and educational advancement of the AEG and affiliated personnel.
2. **Applications:** Application for booth space must be made on the form entitled "Application and Contract for Booth Space," completed as requested and accompanied by the full booth rent. Application made on behalf of several independent companies which will occupy the space must be so indicated. By such application, each is jointly and severally responsible pursuant to Application Contract. Products and services to be displayed must be specified on the application. The AEG reserves the absolute right to decline any application for space if, in the AEG's judgment, the products or services to be shown or demonstrated are unrelated to the conference's purpose.
3. **Exhibition Floor Plan:** The exhibition space floor plan normally will be maintained substantially as initially offered. The AEG reserves the right to modify the plan to the extent necessary for the best interests of the Conference and Exhibition.
4. **Assignment of Space:** The AEG will offer available alternate space for acceptance in the event an Applicant's choices have been previously assigned, on a first-come first-served basis.
5. **Booth Space Rent:** The rent for each booth is \$1,275 (US\$). The booth rent includes a standard booth background of draped back wall and side rails, an exhibitor's name sign, one skirted table, two chairs, one wastebasket, electricity and wireless internet. No rent allowance is made if this standard booth package is not desired.
6. **Cancellation and Withdrawal:** Any Applicant who cancels or withdraws from the Exhibition must formally notify the AEG by letter and is subject to the following penalties:
 - (1) If prior to July 30, 2013, 25% of the total rent of the space assigned is retained by the AEG as liquidated damages.
 - (2) If on or after July 30, 2013, the entire rent paid and/or due for the assigned space is retained by the AEG as liquidated damages, and the applicant agrees that it is legally obligated to remit any unpaid balance for such assigned space.Further, should the rent due not be paid on or after July 1, 2013, the AEG reserves the right to declare the assigned space canceled and the right to rent to another Applicant, or to eliminate, or to maintain vacant the canceled booth space without obligation to the original Applicant, who hereby agrees that it is legally obligated to remit any unpaid balance for the originally assigned space.
7. **Subletting Booth Space:** No Applicant shall assign, sublet, or apportion the whole or part of the space allotted, or display equipment or materials or services from other than his/her own firm or joint Applicant in said space without consent of the AEG.
8. **Limitation of Liability:** The Applicant covenants, and agrees to protect, indemnify and hold harmless the AEG (Group), its employees, its services contractors, and Westin Seattle(Hotel) from any and all liability, damage, or expense arising out or connected with any injury to any person while in the Applicant's exhibition area, or loss, theft, damage, or injury to property, resulting directly or indirectly from any act or commission of the Applicant, or failure of the Applicant to comply with any of the Terms and Conditions of the Application and Contract, or of the Rules and Regulations, or of the terms of the contract entered upon by and between the AEG and the Westin Seattle (Hotel), or the rules and regulations, of the Lessor, or of the ordinances of the city/state/province in which the Exhibition Hall is located, and of the United States and Canada, except when such loss, theft, damage, or injury is caused by the willful gross negligence of the AEG, its service contractors, or the Westin Seattle (Hotel), or the employees of any of them.

Except for cancellations or withdrawals as set forth in Paragraph 6 above, the Applicant is responsible for the total rent for booth space irrespective of the reason for such cancellation and withdrawal, including cancellation and withdrawal by the Applicant because of failure of exhibit material to arrive for any reason, or cancellation by the Group as the result of action by the Hotel or the results of strikes, lockouts, act of God, inability to obtain labor or materials, government action of whatever nature, war, civil disturbance, fire, unavoidable casualty, or other causes whether similar or dissimilar beyond the control of the AEG. In the event of cancellation by the AEG as a result of aforementioned causes, the Applicant expressly waives such liability and releases the AEG of and from all claims for damages and agrees that the AEG shall have no obligation to the Applicant.
9. **Inclusion of Rules and Regulations and of Master Lease:** The Applicant expressly understands and agrees to be bound by the terms, conditions, rules, and regulations contained in the following documents, copies or pertinent extracts of which the Applicant represents it has received, examined, read, and accepted and the originals of which are on file with the AEG and available for inspection during usual business hours, such documents being made an integral part of this Application and Contract between Applicant and the AEG for this reference and to the same extent as if said documents were set forth in full text in this Application and Contract.
10. **Violations:** Interpretation and application of these Terms and Conditions and documents included herein by reference are the sole responsibility of the AEG. Violation by the Applicant of any of these Terms and Conditions and documents included herein by reference shall subject the Applicant to cancellation of its contract to occupy booth space and to retention by the AEG of all moneys paid, as liquidated damages. Upon due notice to Applicant of such cancellation, the AEG will have the right to take possession of the Applicant's space, remove all person and properties of the Applicant, and hold the Applicant accountable for all risks and expenses incurred in such re-entry and removal.
11. **Amendments:** In the event of any unforeseen events renders it necessary, the AEG may amend these Terms and Conditions and documents included herein by reference. All said amendments will be published and copies made to each Applicant, who shall be bound thereby.

CREDIT CARD PAYMENT FOR EXHIBITOR BOOTH SPACE

If paying with a credit card, please fax this form and the Exhibitor Contract form to (720) 230-4846.

COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____

CONTACT PERSON: _____

Please indicate method of payment (check one)	
<input type="checkbox"/> MasterCard	Amount of \$ _____
<input type="checkbox"/> Visa	
<input type="checkbox"/> Discover	
<input type="checkbox"/> American Express	
Account Number for charge card (INCLUDE ALL DIGITS) _____	
Expiration Date: _____	
CVC Code: _____	
Address your credit card is billed to: _____ _____	
Signature: _____	
Name on Card (PLEASE PRINT): _____	

2013 Exhibitor Floor Plan

