

Agricultural Marketing Outreach Workshop

SPONSOR AND EXHIBITOR AGREEMENT

This agreement between Southern University and your organization named below is for exhibit space at this workshop. To confirm a reservation for exhibit space, please complete, sign and return this agreement by March 15, 2000, along with your payment to the following address:

Southern University and A&M College
P.O. Box 54051
Baton Rouge, LA 70892
Attn: Orlando Phelps

Sponsor Information (Please print or type)

Name _____

Organization _____

___ Platinum Level \$15,000 or higher

___ Gold Level \$5,001 - \$14,999

___ Silver Level \$2,501 - \$5,000

___ Bronze Level \$1,000 - \$2,500

Registration for _____ representative(s) @\$100.00 each

___ Exhibitor only

These services can be arranged for additional cost: ___ Phone line, ___ Ethernet connection, ___ Water source connection

Exhibitor Information (Please print or type)

Name of Company: _____

Address: _____

City State/Zip/Postal Code: _____

Country: _____

Telephone /Fax: _____

Email: _____

Name of Representative(s): _____

METHOD OF PAYMENT

No personal checks will be accepted.

Master Card Credit Card Number _____

Visa Expiration Date _____

Company Check Credit Card Authorized Signature _____

Money /Purchase Order Cardholder's Name (Print): _____

TERMS OF AGREEMENT

1. Agreement

This form constitutes an agreement between the exhibitor and Southern University and A&M College for rental of the exhibit space assigned. To confirm your space reservation, please sign this agreement and return it with full payment of the fees.

2. Cancellation

An exhibitor may cancel subject to the following restrictions:

- a. Written notice of cancellation must be received by March 15, 2000. A cancellation fee of \$50 will be applied.
- b. No refunds will be made after April 1, 2000.

3. Allocation of Space

Booth space will be assigned in order of receipt of reservations. Every effort will be made to meet your preferences and requirements. Space assignments may be altered as needed to meet the requirements of the facility manager. In such event, exhibitors will be notified.

4. Set-Up and Tear-Down

The exhibitor agrees to the following hours for set up and tear down of their displays.

Set-Up Time: After 2:00 pm on Monday, April 10 until 5:00 pm on Wednesday, April 12

Exhibit Time: 9:00 am on Tuesday, April 11 until 10:00 am on Thursday, April 13

Tear Down Time: No later than 12 noon on Thursday, April 13

5. Use of Space

- a. All exhibits must be confined within the limits of the assigned booth space.
- b. Displays shall be placed so as not to interfere with other exhibitors.
- c. Sound reproducing equipment must be kept at a reasonable volume to avoid disturbing or interfering with other exhibitors or with the workshop program.

6. Liability and Security

- a. The exhibitor is liable for any damage to booths caused by the exhibitor or their agents.
- b. The exhibit area will be secure during set-up and take-down times and during the hours the exhibit area is closed. However, each exhibitor is responsible for the safety of their own material and equipment, both in transit and while at the workshop. Exhibitors are advised to carry appropriate insurance.

7. Acceptance:

I, the duly authorized representative of the undersigned organization agree to all of the terms and conditions set forth in this agreement.

Signature _____ Date _____

Print name _____