



# 2010 SPACE RESERVATION APPLICATION

COMPANY	
CONTACT	PHONE

STREET	CITY	STATE	ZIP
EMAIL	WEB		

## PRODUCTS YOU WILL BE EXHIBITING AT THE SHOW

### 2010 SHOWS AND SPACES

<input type="checkbox"/> <b>CARY, NC - APRIL 17</b> <b>KOKA BOOTH AMPHITHEATRE</b> <input type="checkbox"/> 10'x10' Handcrafted Artist Space at \$275 <input type="checkbox"/> 10'x10' Commercial at \$525 <input type="checkbox"/> 10'x20' Food Concession at \$600 <input type="checkbox"/> Other _____ <input type="checkbox"/> Winery Non-tented Space <input type="checkbox"/> 10'x10' <input type="checkbox"/> 10'x20' <input type="checkbox"/> 20'x20' Available to NC wineries only and must provide a \$500 deposit that will be returned at set-up. Will reimburse samples per addendum.	<input type="checkbox"/> <b>COCKEYSVILLE, MD - JUNE 12 &amp; 13</b> <b>OREGON RIDGE PARK</b> <input type="checkbox"/> 10'x10' Handcrafted Artist Space at \$395 <input type="checkbox"/> 10'x10' Commercial at \$795 <input type="checkbox"/> 10'x20' Food Concession at \$795 <input type="checkbox"/> Other _____ <input type="checkbox"/> Winery Non-tented Space <input type="checkbox"/> 10'x10' <input type="checkbox"/> 10'x20' <input type="checkbox"/> 20'x20' Available to Maryland wineries only.	<input type="checkbox"/> <b>RESTON, VA - SEPTEMBER 11 &amp; 12</b> <b>RESTON TOWN CENTER</b> <input type="checkbox"/> 10'x10' Handcrafted Artist Space at \$395 <input type="checkbox"/> 10'x10' Commercial at \$795 <input type="checkbox"/> 10'x20' Food Concession at \$795 <input type="checkbox"/> Other _____ <input type="checkbox"/> Winery Non-tented Space <input type="checkbox"/> 10'x10' at \$350 <input type="checkbox"/> 10'x20' at \$425 <input type="checkbox"/> 20'x20' at \$500 Will reimburse samples per addendum.
<input type="checkbox"/> <b>RESTON, VA - APRIL 24 &amp; 25</b> <b>RESTON TOWN CENTER</b> <input type="checkbox"/> 10'x10' Handcrafted Artist Space at \$395 <input type="checkbox"/> 10'x10' Commercial at \$795 <input type="checkbox"/> 10'x20' Food Concession at \$795 <input type="checkbox"/> Other _____ <input type="checkbox"/> Winery Non-tented Space <input type="checkbox"/> 10'x10' at \$350 <input type="checkbox"/> 10'x20' at \$425 <input type="checkbox"/> 20'x20' at \$500 Will reimburse samples per addendum.	<input type="checkbox"/> <b>ANNAPOLIS, MD - JULY 24 &amp; 25</b> <b>ANNE ARUNDEL FAIRGROUNDS</b> <input type="checkbox"/> 10'x10' Handcrafted Artist Space at \$395 <input type="checkbox"/> 10'x10' Commercial at \$795 <input type="checkbox"/> 10'x20' Food Concession at \$795 <input type="checkbox"/> Other _____ <input type="checkbox"/> Winery Non-tented Space <input type="checkbox"/> 10'x10' at \$350 <input type="checkbox"/> 10'x20' at \$425 <input type="checkbox"/> 20'x20' at \$500	<input type="checkbox"/> <b>CHARLOTTE, NC - OCTOBER 2</b> <b>SYMPHONY PARK (SOUTHPARK MALL)</b> <input type="checkbox"/> 10'x10' Handcrafted Artist Space at \$275 <input type="checkbox"/> 10'x10' Commercial at \$525 <input type="checkbox"/> 10'x20' Food Concession at \$600 <input type="checkbox"/> Other _____ <input type="checkbox"/> Winery Non-tented Space <input type="checkbox"/> 10'x10' <input type="checkbox"/> 10'x20' <input type="checkbox"/> 20'x20' Available to NC wineries only and must provide a \$500 deposit that will be returned at set-up. Will reimburse samples per addendum.

### PAYMENT

WE ACCEPT CHECKS MADE PAYABLE TO THE TRIGGER AGENCY OR CREDIT CARD:  MASTER CARD  VISA  AMEX  DISCOVER

CARD NUMBER	EXP. DATE	SECURITY CODE
HOLDERS NAME	AUTHORIZED SIGNATURE	

PLEASE CHARGE MY CARD FOR THE FULL AMOUNT  PLEASE CHARGE MY CARD FOR THE DEPOSIT ONLY

\*When using a credit card, a 50% deposit (per space) will be charged upon receipt of this application, and the remaining balance will be charged 60 days prior to the show. All final balances are due 60 days prior to the show. Company signature below and a deposit are required to secure space. All credit card purchasers agree to a \$10 processing fee.

• SEE REVERSE FOR TERMS AND CONDITIONS •

If you have any additional items for display, or comments, please describe in this box or submit as an attached form. Items not listed will not be allowed on the show floor.

TERMS AND CONDITIONS

I UNDERSTAND THE FOLLOWING TERMS:

1. My space must be staffed at all times.
  2. The space on which Exhibitor shall display and exhibit products shall be as shown on the official diagram for said event or such other space of equal size as the Management may hereinafter designate. Show Management reserves the right to relocate any exhibitor at any time for the benefit of the show.
  3. The Exhibitor agrees to pay the sum above specified as follows: 50% due upon the execution of this agreement, and the remaining balance due by 60 days prior to the event. For all credit card payments, any balance due other than deposit will be automatically charged to the card on file 60 days prior to the event. Exhibitor agrees to all credit card processing fees.
  4. The actual occupation of the space is of the essence hereof. In the event the Exhibitor shall not occupy said space then and in such event Show Management is expressly authorized to occupy or cause said space to be occupied in such a manner as it may deem best for the interest of said event without any rebate or allowance whatsoever therefore to Exhibitor and without in any way releasing the Exhibitor from any liability hereunder, and the Exhibitor expressly agrees to pay the Management in the full sum hereinabove set forth.
  5. Exhibitor shall not, without prior written consent of Show Management, assign or sublet such space, or any part thereof, or move out his display before official closing of said show.
  6. The conditions, rules and regulations adopted by Show Management are made a part hereof and incorporated herein, and the Exhibitor agrees to be bound by each and every one of them; and Show Management shall have full power in the matter of interpretation, amendment and enforcement of all said conditions, rules and regulations.
  7. Exhibitor is responsible for their own well-being and will carry all necessary insurance for their person and chattel while setting up, tearing down and exhibiting in the show.
  8. Once an application is accepted by Show Management, no deposits will be refunded for any reason.
  9. Specifically, Show Management will not be liable for refunds or any other liabilities whatsoever for the failure to fulfill this contract due to any of the following causes:
    - (A) By reason of the enclosure in which the show or pageant is to be produced, being, before or during the show, destroyed by fire or other calamity.
    - (B) By any act of God, public enemy, strikes, statutes, ordinances or any legal authority, or any other cause beyond Show Management's control.
  10. That no agreement, respect of the matters herein contained, shall become a part hereof unless duly endorsed hereon.
  11. In any case where an automobile or moving vehicle is a part of an Exhibitor's display, said vehicle is required to stay in place for all hours that the show is open. All keys to said vehicles will be surrendered to Show Management upon move-in.
  12. Final approval of this application is at the discretion of Show Management.
  13. As the individual executing this contract, I expressly infer that I have the authority to act as legal representative of Exhibitor and as such legally authorizes the exercise of this contract in its entirety. This contract is non-refundable, non-cancelable and non-transferable.
  14. If Exhibitor disputes payment/payments applied to MC, VISA, DISC, or AMEX, and the dispute/inquiry is resolved in favor of Show Management, Exhibitor will be subject to an additional administrative fee of \$500.00.
  15. In the event that Exhibitor fails to meet its' financial and contractual obligations under this contract and Show Management refers the matter to an attorney for collection, Exhibitor shall be responsible for legal fees at Fifteen Percent (15%) of the total amount due, all related court costs and all collection fees associated with all collection efforts.
- By signing below, signor for Exhibitor acknowledges that he or she has read, understood, and agrees to the language above and agrees to all Terms and Conditions and Rules and Regulations as published by Show Management,
- |                      |      |
|----------------------|------|
| Authorized Signature | Date |
|----------------------|------|

Complete this form and return to our offices along with a 50% deposit (per space).

**Reserve Your Space Today!**  
**Call Anne Fitzgerald at 800.830.3976 x103 or email**  
**afitz@triggeragency.com**

**TRIGGER AGENCY**  
events • promotions

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*drink. eat. relax.*