

1. MAILING ADDRESS

Company Name: _____ (“Exhibitor”)

Street Address: _____

City: _____ State/Province: _____ Postal Code: _____ Country: _____

Telephone: _____ Fax: _____

Company Email: _____ Website Address: _____

Primary Contact Person: _____ Email: _____

Office Phone: _____ Mobile Phone: _____

What is your product or service? _____

BILLING ADDRESS (if different from above)

Company Name: _____

Street Address: _____

City: _____ State/Province: _____ Postal Code: _____ Country: _____

Telephone: _____ Fax: _____

A/P Contact Person: _____ A/P Email: _____

2. AGREEMENT OF RESPONSIBLE PARTIES

The above described Exhibitor hereby agrees with Diversified Communications (“Diversified”) operator of SPAR3D Expo & Conference/AECNext Technology expo & conference (hereinafter “Event”) to pay the below described fees on the below noted dates as consideration for its exhibition and promises to comply with the Conditions, Rules and Regulations as set forth in [Exhibit A](#) located at the below link.

3. DEPOSIT

A deposit equaling 50% of the total cost of Exhibitor Rate is due upon receipt of invoice in order to reserve the space requested. Contracts received on or after February 1, 2020 must be accompanied by full payment or paid in full upon receipt of the invoice.

4. PAYMENT TERMS/METHODS

1.) 50% due upon receipt of invoice.

All payments must be made in U.S. dollars to:

2.) Balance due on or before February 1, 2020

DIVERSIFIED COMMUNICATIONS

PAYMENT METHODS

- **Check or Money Order** DRAWN on a US Bank referencing SPAR/AEC, P.O. Box 79365, Baltimore, MD 21279-0365
- **Wire Transfer and Credit Card:** Instructions will be included on your invoice and statements.

Follow the instructions on invoices and statements carefully to ensure your payment is applied to your account.

CAUTION: Any updates to payment details will ALWAYS be reflected on an official Diversified Communications invoice

5. CANCELLATION POLICY

No cancellation by an Exhibitor is effective unless given in writing by mail, or e-mail to Diversified Communications, 121 Free Street, Portland, ME 04112-7437 or to lrosa@divcom.com. The terms and conditions for cancellation are set forth in the Conditions, Rules and Regulations attached hereto below and incorporated herein.

Exhibitors cancelling on or before February 1, 2020 shall be subject to a cancellation fee equal to 50% of the total cost of cancelled space. Cancellations occurring after February 1, 2020 are subject to a cancellation fee equal to 100% of the total cost of cancelled space.

All outstanding fees are payable immediately upon cancellation.

6. EXHIBITOR RATES (IN \$US)

For further details on what is included in Booths, Product Previews, and Demo Theaters as well as the benefits of each of the levels set forth below, please visit the event website at <https://www.spar3d.com/event/spar3d-aec-booth-details/> or contact your salesperson.

Corporate Level\$4,300 each

Includes:

- 10x10 sf Booth
- 2 full conference registrations

(Multiple Corporate Level Booths have the same benefits)

of Corporate Level Booths _____ x \$4,300 = \$ _____

Premium Level 3\$12,900

Includes:

- 10x30 sf Booth
- 1 Product Preview
- 1 Demo Theater presentation
- 6 full conference registrations

NOTE: A maximum of two companies or brands may co-exhibit per 10x10 booth. Each Co-exhibitor gets one booth sign and one Official Show App listing. Lead Exhibitor is responsible for Co-Exhibitor fee of \$250. All Co-Exhibitors (whether companies or brands) must be identified on the Co-Exhibitor form and are subject to approval by Diversified in its sole discretion. Additional staff conference registrations may be purchased at a discounted rate. See Exhibitor Manual for details.

Materials Due Dates for marketing included will be provided to Company contact person. Additional terms and conditions set forth at **Exhibit B** located at www.divcom.com/exb-space-contract/ apply to this ancillary marketing which is only available in the event the Exhibitor Rates are paid in full. Material breach of the terms at **Exhibit A** shall void Exhibitor's rights to said marketing.

Premium Level 2\$17,200

Includes:

- 20x20 sf Booth
- 1 Product Preview
- 1 Demo Theater presentation
- 8 full conference registrations

Premium Level 1\$25,800

Includes:

- 20x30 sf Booth
- 1 Product Preview
- 1 Demo Theater presentation
- 12 full conference registrations

Elite Level\$34,600

Includes:

- 20x40 sf Booth
- 1 Product Preview
- 1 Demo Theater
- 14 full conference registrations

CO-EXHIBITOR FEE \$250 x # _____ = \$ _____

GRAND TOTAL EXHIBITOR RATE:

| |
|----|
| \$ |
|----|

7. AUTHORIZATION

Undersigned on behalf of Exhibitor has reviewed and affirms that Exhibitor shall abide by all Conditions, Rules and Regulations governing the Event as set forth at **Exhibit A**, located at www.divcom.com/exa-space-contract/ which are included with this Exhibit Space Contract and incorporated by reference. Exhibitor further affirms that acceptance of this contract by Diversified constitutes a legal and binding agreement and that undersigned is authorized to bind Exhibitor regarding same.

Contract must be signed & deposit received to secure booth.

Signature: _____ Title: _____

Print Name: _____ Date: _____

8. EXHIBITOR REQUESTS TO SHOW ADMINISTRATION – Diversified may or may not grant in its sole discretion

BOOTH PREFERENCES

We do not wish to be located adjacent to or directly across from these companies: _____

BOOTH LOCATION REQUEST

1st choice: _____ 2nd choice: _____ 3rd choice: _____ 4th choice: _____

9. SHOW ADMINISTRATION USE ONLY

2020 Booth Assigned _____ Dimensions _____ Open Corners _____ Total Square Feet _____

2019 Booth Info: # _____ Total Square Feet: _____ Points: _____
Sales Rep: _____ Appt. Day: _____ Appt. Time: _____