



AMTA-Louisiana Chapter Event Exhibitor/Sponsor Application and Contract

January 31st – February 2nd 2020
Embassy Suites Baton Rouge
4914 Constitution Ave
Baton Rouge, LA 70808

Company _____

Address _____ City _____ State _____ Zip _____

Website _____ Phone _____ FAX _____

Primary Representative Name: _____ Email _____

Phone _____ Onsite Phone _____

Description of Products/Services Exhibiting: _____

No other products or services may be exhibited without prior written approval of the Chapter.

Publicity: How would you like your company listed in promotional materials?

Name _____ Website _____

Phone _____ Email _____

Exhibit Space Fees

\$35 Per Table

[8'x 8'] [exhibit space includes 1 table and 2 chairs]

Number of tables needed _____

Exhibit Hours- Convention attendees are welcome to visit exhibits throughout the day during breaks, before and after class, and during lunch breaks. The above schedule represents set up or class sign in times, lunch breaks and what is expected to be high traffic periods. Attendees are required to be in the classroom during class times.

Friday January 31, 2020 Exhibitor Set-up; must be setup and ready to go by 11:00 am

Friday 11:30am –8:00pm EXHIBIT HALL OPEN

Saturday 8:00am – 10:00pm EXHIBIT HALL OPEN

Sunday 8:00 am – 1:00pm EXHIBIT HALL OPEN

Sunday **February 2, 2020** Exhibitor Tear-down; must be cleared/cleaned up by 1:30 pm

- If you need electricity in your exhibit you must bring your own cord



Event Details and Terms:

- Allocations of space will be made on a first response basis. Application does not guarantee space until accepted by AMTA.
- All materials placed within an Exhibitor's booth are the responsibility of that exhibitor. No minors allowed.
- Space is not to exceed 8'x8'. Aisles must be kept free of equipment, displays, etc. No sharing or subletting of space. Exhibits must be staffed at all times.
- Exhibitors may not enter into another exhibitor's booth or photograph/video record without prior written permission of the other exhibitor.
- Chapter reserves the right to assign or change exhibit space at any time.
- Shipping is Exhibitor's full responsibility at their own risk and expense.
- Exhibitor Hall will be locked at night. However, AMTA/Chapter does not guarantee security of your items. Exhibitors are responsible to obtain all insurance necessary to cover their businesses, persons, property, and activities in the exhibit hall.
- The Chapter, the American Massage Therapy Association, and their respective volunteers, staff, and representatives are not responsible for any theft, loss, damage or injury to any property or person occurring in the exhibit hall or the hotel/resort facilities, and Exhibitor hereby waives and releases any claims Exhibitor may have for such loss, damage, or injury.
- Exhibitor assumes responsibility and hereby indemnifies the, American Massage Therapy Association, the event venue, and their respective volunteers, staff, and representatives against any and all claims and expenses arising out of Exhibitor's use of the exhibit space and Exhibitor's actions in connection with the event.
- Exhibitor may cancel or withdraw in writing before **January 15, 2020**. Cancellation will result in a cancellation penalty of 50% to be retained by Chapter for administrative purposes. Absolutely no refunds will be given for cancellation after **January 25, 2020**.
- Exhibitors selling products are responsible for being familiar with and for complying with State sales tax regulations.
- Chapter may dispose of any goods or products left in the exhibit hall after teardown.
- Chapter reserves the right to refuse rental of exhibit space to any Company whose display of goods and/or services is not in the best interests of the Chapter or in keeping with the character of the event.
- No private events may be held at any time that conflict with Chapter functions or the exhibit hall.
- All decisions over interpretation of the provisions herein and any matters and questions not covered in this Application and Contract are at the sole discretion of AMTA/Chapter.
- Application and Contract must be accompanied by full payment in check form.
- Exhibitor's overnight lodging, if necessary, is at Exhibitor's own expense. Exhibitor is responsible for reserving their own sleeping accommodations with the hotel/resort.
- This Application becomes a valid and binding contract on Exhibitor after acceptance by AMTA.

Total due to AMTA Louisiana Chapter \$ _____



Commitment:

By signing below, Exhibitor understands and agrees to the terms of this Application and Contract and represents that the person signing below is authorized to sign, and bind the Company to, this Application and Contract.

Signature X _____ Date _____

Print Name: _____

Title: _____

Please return this Application and Contract as soon as possible. Exhibit space is reserved on a first response basis. Application is not complete until payment is received.

All PAYMENTS MUST BE RECEIVED BY _____, 2020 to qualify

Please send your *Check payable to AMTA Louisiana CHAPTER* to:
AMTA, 500 Davis Street, Evanston, IL 60201, Attn: Chapter Accounting

Please send this *signed Application and Contract* to:
ChapterLegal@amtamassage.org

With a copy to Dusty Sonnier (Chapter President) at tranquilretreatdusty@gmail.com.

OR

Via U.S. Mail to:

AMTA, 500 Davis Street, Evanston, IL 60201, Attn: Chapter Legal

With a copy to Dusty Sonnier (Chapter President) 5460 Basile Eunice Hwy. Eunice, LA 70535

Accepted by AMTA:

_____ Date: _____

For Office Use Only:

Check Received Date	
Check Number	
Payment Amount	

For Chapter Use Only:

Space Assigned	
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