



**Lumbermen's Association of Texas And Louisiana 126<sup>th</sup> Annual Convention**  
**April 12-14, 2012**

**La Torretta Resort - Montgomery, Texas**

1016 La Posada Drive – Suite 150 - Austin TX 78752  
 Phone 512-472-1194 Fax 512-472-7378  
 www.lat.org email – [craig@lat.org](mailto:craig@lat.org)

**Exhibits SETUP:**

*Thursday, 4/12 – 10 am – 6 pm & Friday, 4/13 – 8 am – Noon*

**SHOW HOURS:**

*Friday, 4/13 – 1:30 – 5:30 pm & Saturday, 4/13 – 8 – 11 am*

**2012 Exhibitor Contract**

visit [www.lat.org](http://www.lat.org) to view an updated floor map

**COMPANY & Key Contact INFO:** (Key contact will receive all exhibitor information & be listed in the Convention Program.)

Exhibiting Company \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Mailing Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

**By signing, exhibitor agrees to all terms and conditions stated herein and in all official trade show publications. Booths will be assigned upon receipt of deposit AND with this completed and signed contract.**

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**2012 MEMBER PRICES:**

Note: LAT 2012 dues **must** be paid to be eligible for member booth rates.

4 free exhibitor personnel registrations with each 10x10 space

3 free exhibitor personnel registrations with each 8x10 space – **8x10 spaces are 8` deep, 10` wide**

- 10 x 10 perimeter ONLY- **SOLD OUT**
- 10 x 20 perimeter ONLY - **SOLD OUT**
- 10 x 30 perimeter ONLY - **SOLD OUT**

- 8 x 10 interior ONLY - \$950 each
- 8 x 10 corner - \$1550 *limited # available*
- 8 x 20 endcap - \$3975 each *1 available*

LAT RESERVES THE RIGHT TO ASSIGN BOOTH SPACE AS NEEDED

**2012 NON-MEMBER PRICES:**

- ADD \$925 to each booth space price noted above.

**EVERY EXHIBITOR IS REQUESTED TO BRING AT LEAST ONE PRIZE GIVEAWAY FOR DEALERS ATTENDING THE SHOW.**

**● TRUCKS & EQUIPMENT MAY BE EXHIBITED IN THE PARKING LOT OUTSIDE THE CONFERENCE CENTER – ASK CRAIG FOR PRICE & DETAILS – email [craig@lat.org](mailto:craig@lat.org)**

**Booths Requested:**

1ST CHOICE: \_\_\_\_\_ Size: \_\_\_\_\_

2ND CHOICE: \_\_\_\_\_ Size: \_\_\_\_\_

3RD CHOICE: \_\_\_\_\_ Size: \_\_\_\_\_

**Total Amount Due: \$ \_\_\_\_\_**

\_\_\_ **CHECK ENCLOSED** Deposit Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_ Final Payment Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

\_\_\_ **PLEASE INVOICE ME**

**Deposits:**

Full Payment due for contracts submitted after January 1, 2012.

**Final Payment/Cancellation:**

Final payment due by January 1, 2012; if not paid in full by then LAT will invoice you.

**See Exhibitor Regulations on reverse side of this contract for cancellation rules – read & initial before returning this contract.**

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**ALL EXHIBITORS IN THE LAT CONVENTION ARE REQUIRED TO COMPLY WITH THESE REGULATIONS**

Space for LAT exhibitors will be assigned in the order that requests are received. Requests for tentative booth assignments may be made in writing via fax or e-mail. Tentative assignments will be held for ten days following the initial contact, after which time a contract with required payment must be received or the space will be reassigned. Booth assignments will be made on a basic floor plan submitted in the exhibitor prospectus. Show management reserves the right to relocate exhibitors or modify the floor plan as needed.

### **Payment Requirements**

Half of the total rental fee must be submitted as a deposit with the contract for exhibit space. (Space selection is not considered reserved until this payment is received by LAT. The balance is due by January 1, 2012. Full payment is required with all contracts submitted on or after Jan. 1, 2012.

### **Cancellation of Exhibit Space**

Cancellation of booth space must be made in writing. On cancellations received by show management before January 1, 2012, 50% of the deposit paid will be refunded. After January 15, 2012, no refunds will be issued. Show management reserves the right to refund any money paid for exhibit space on this contract and cancel space with no notice required. In case of cancellation of the LAT Convention due to act of God, fire, strike, or any other circumstances beyond the control of LAT, the exhibitor will be refunded any money paid for booth space, less the prorated share for the expenses incurred by LAT in connection with the exhibition. In case of cancellation of the Conference & Exposition for any other reason, or change in the place or date of the exhibition which is unsatisfactory to the Exhibitor, the Exhibitor will be entitled to a full refund of monies paid for exhibit space.

### **Use of Exhibit Space**

Exhibit space is to be used solely for the display of the exhibitor's products and services offered for sale to the attendees of the LAT show. Exhibitors may have other manufacturers or distributors share their booth space if a direct business relationship exists between them. However, all name badges issued for the exhibit space will have the primary exhibiting company name on them. All exhibits must conform to the IAEE Guidelines for Display Rules and Regulations, and must not be of such nature or arrangement to obstruct the view or interfere with exhibits to others. No exhibit material may extend beyond the boundaries of the exhibit space, or exceed the height restrictions. No materials may be suspended from the ceiling or bridged across an aisle. All demonstrations must be confined within the exhibit space. No exhibitor may solicit attendees or distribute literature or other materials outside of his booth space.

The height of displays may not exceed 8 feet, with two exceptions: perimeter booths and entire island booths occupied by one exhibitor may be as high as 10 feet. Displays may not exceed 42 inches in height in the front half of the booth. The use of equipment producing

sound is a privilege, not a right. Show management reserves the right to determine at what point sound constitutes interference with others and must be discontinued. Show management reserves the right to decline or prohibit any exhibit or part of exhibit which in its opinion is not in keeping with the character of the general exhibits; this includes personal conduct, clothing or costumes, in addition to printed matter, souvenirs or anything that can be classified, in the opinion of show management, as undesirable, objectionable or inappropriate. Should there be any question on conforming to display rules or interfering with other exhibitors, final judgment will be made by show management.

### **Selling Policy**

Exhibitors may sell products on the exhibit floor during regular exhibit hours. Exhibitors are responsible for any and all permits required by law or local ordinance. An exhibitor without a Texas location needs a use tax permit. Call the State of Texas Comptroller of Public Accounts at 800-252-5555 for any forms, rules, etc., or complete information can be found at <http://www.window.state.tx.us>.

### **Care of Exhibit Space**

Exhibitors must not place any refuse or any materials which will endanger public safety or cause inconvenience to other exhibitors on the floor during exhibit hours. Booths must be in order before the opening of the show. Exhibitors shall not injure, mar, mark, paint, or in any manner deface the hall, or use nails, hooks, pins, screws, or tape on the building. The exhibitor is liable for any and all damages which he may cause to the building or otherwise in connection with his exhibit. Helium balloons are prohibited.

### **Insurance and Liability**

Insurance on the exhibit is entirely at the exhibitor's expense. Each exhibitor must maintain adequate insurance to cover injury, loss, or damage to the general public, their employees, and property. LAT will provide 24 hour security while the exhibit hall is being used, including move-in and move-out. However, LAT will not be responsible for the loss of property of exhibitors from theft, damage by fire, water, accident, or other causes. It is recommended that all exhibitors have representatives in attendance at all times, especially when exhibits are being set up or dismantled, to protect them against loss, and that exhibitors are adequately insured for any potential loss to their property. By accepting these rules, it is expressly understood and agreed that the exhibitor will make no claim of any kind against the Lumbermen's Association of Texas, or any of its members, contractors, or employees, for any loss, damage to or destruction of goods, or for any injury that may occur to himself or his employees while in the exhibit hall, or for any damage of any nature or character whatsoever. The exhibit facility is not liable to the exhibitor for any damage to, or for the loss or destruction of, any exhibit.

### **Decorations / Equipment Provided**

Backdrapes and wingdrapes and a booth sign measuring 7' x 44' showing booth number and company name, will be provided with each booth. All other furnishings and displays will be at the exhibitor's expense. An exhibitor service manual with order forms for furnishings will be sent to exhibitors in January, 2012.

### **Installation and Removal of Exhibits**

All exhibits must be completely installed and ready for viewing by the date and hour the show is scheduled to begin. Exhibits or displays may not be removed from the show until the show has been officially closed.

The designated official service contractor, Freeman, will be available to install and remove exhibits. LAT allows exhibitors to install and remove their own exhibits, or to appoint firms other than the official contractor, so long as these firms conform to all rules and regulations and do not disrupt the orderly installation and removal of exhibits. If an outside contractor is used, the exhibitor must furnish show management with the name and address of the contractor as well as a certificate of insurance 15 days prior to the show.

There are certain exclusive contractors with specific responsibilities for services, such as electrical, drayage, cleaning, and catering, with which exhibitors must contract. An exhibitor service kit with designated contractors and their forms will be sent to each exhibitor in January or upon receipt of the contract. All exhibitor property must be removed from the exhibit hall by the end of the designated exhibitor move-out time. In the event that exhibit space is not vacated by that time, show management is authorized to remove, at the exhibitor's expense, all goods and property of the exhibitor, and show management or its agents shall not be liable for any damage or loss to such goods or property by reason of such removal.

### **Conditions of Contract**

This contract is subject to all rules and regulations named herein, and also to all conditions the exhibit facility has made available. Exhibitor agrees to abide by all applicable fire, utility, and building codes. All points not covered herein are subject to settlement by show management, and show management reserves the right to make such changes, amendments, and additions to these rules, and such further regulations as may become necessary. This agreement shall be governed by the laws of the State of Texas.

### **Exhibitor Representative**

The signer of the Application & Contract for Exhibit Space shall be the official representative of the exhibitor and shall have the authority to act on behalf of the exhibitor in all matters relating to the show.

**Initials:** \_\_\_\_\_