



AIA Austin
Allied Member



Sales Rep: _____ Date: _____

APPLICATION/CONTRACT

Exhibiting Company (how your company will be listed): _____

Address: _____

City: _____ St.: _____ Zip: _____ Web: _____

Primary Contact Name: _____

Email: _____ Phone: _____

Secondary Contact Name: _____

Email: _____ Phone: _____

ATLANTA BUILD EXPO
Cobb Galleria Centre, Hall C&D
July 20-21, 2022
Wednesday & Thursday

Booth # _____ Category: _____

EXHIBIT SPACE

- Std. 10x10 = \$2195
- Corner 10x10 = \$2395
- 10x20 = \$3895
- 10x30 = \$4695
- 20x20 = \$5295
- 20x30 = \$6695

PAYMENT AUTHORIZATIONS TO: INTERNATIONAL CONFERENCE MANAGEMENT, INC

Type of Card (Check one): AMX _____ VISA _____ MASTERCARD _____ CVC Code _____

Credit Card #: _____ Exp. Date _____ / _____

Name, Exactly as it appears on card _____

Billing Address (Credit Card) _____ City: _____ St: _____ Zip: _____

Authorized Signature: X _____

NO REFUNDS AFTER EXHIBIT SPACES ARE ASSIGNED

This application is for exhibit booth space and/or sponsorships and advertising and becomes a contract upon completion, payment and acceptance by Build Expo. This agreement is based on exhibit hall floor plan, rates and rules governing the exposition, and constitutes a part of this contract. BUILD EXPO reserves the right to change show dates, times, locations, booth location, etc. BUILD EXPO makes no guarantees as to the number of attendees, and exhibitor is responsible for promoting itself prior to the Expo. **EXHIBIT SPACE RENTAL FEE:** The rental fee for exhibit space is listed above. **SHOW TRANSFER FEE:** Exhibitors whom wish to transfer contract to another Build Expo event will pay a \$500 transfer fee. That fee will be processed after transfer is requested in writing and before new contract is provided. Fee must be paid within 30 days of transfer request otherwise contract is voided. If transferring, company must participate in the show it chooses. If not, and company seeks to transfer multiple times, company's contract and monies are voided. Additional costs will include move-in/move-out services, utilities, rental of tables, chairs or other booth furnishings, as well as advertising in the Official Show Directory; and such costs are not included in the exhibit space rental fee. Exhibitor must use the Official Show Decorator for ALL show-site services. The exhibitor service manual will be sent no less than 30 days prior to the show unless an exhibitor signs up within 30 days of the show. This allows exhibitors to order services and furnishings needed for their booth. Rates are dependent on show location and will be included in the service manual. **PAYMENT:** Exhibit space will be assigned by completing the Application/Contract for Exhibit Space and providing payment. All Spaces must be paid for as agreed upon between BUILD EXPO and the exhibiting firm, with no refunds after exhibit space is assigned and client further agrees to make NO CHARGEBACK CLAIM to any credit card company. BUILD EXPO is not responsible for what exhibitors showcase. Acceptance of money by BUILD EXPO under this contract is not binding upon the Show if said money is returned before acceptance of contract. Verbal agreements or verbal promises claimed to be made by sales representatives will not be binding on BUILD EXPO, without the information provided in writing. All exhibit booth spaces to be paid in-full no less than 30 days prior to the show. Exhibitor will not receive service manual until booth is paid in-full. By filling out this application/contract, providing payment, and signing application/contract, exhibitor agrees to participate in event listed on the application/contract. Show Management will not be liable for the fulfillment of this Contract as to the delivery of Exhibit Space & Marketing Opportunities if non-delivery is due to any of the following causes: by fire, act of God, public enemy, war or insurrections, strikes, the authority of the law, extreme weather condition, terrorism, disaster, civil disorder, acts of aggression or for any cause beyond Show Management's control. Non-delivery may result if a reasonable fear exists for any one or more of such events occurring or threatening and making it inadvisable, illegal or impossible to hold the tradeshow. However, in the event of not being able to hold the Show for any of the above named reasons, it shall be the option of Show Management to i. hold such funds in escrow until an alternative date has been set for the Exhibition.[b] No refunds will be made if force majeure should occur before or during the show.

Exhibit Space	\$ _____
Sponsorship Package	\$ _____
Web Ad	\$ _____
Magazine Ad Purchase	\$ _____
Association Fee	\$ 25.00
Total Charge Amount	\$ _____

Special Instructions:

FOOD COURT

KEYNOTE
SPEAKER

645

544 545 546

445

345 346 244

246 144 145

638

641 540
639 538

541 440
539 438

441 340
439 338

341 240
339 238

241 140
239 138

141
139
137

634
632

635 534
633 532

535 434
533 432

435 334
433 332

335 234
333 232

235 134
233 132

135
133
131

628
626

629 528
627 526

529 428
527 426

429 328
427 326

329 228
327 226

229 128
227 126

129
127
125

622
620

623 522
621 520

523 422
521 420

423 322
421 320

323 222
321 220

223 122
221 120

123
121
119

614

615 514

515 414

415 314

214

116

117
115
111

608

508

408

210

110

602

502

402

302

202

102

105
103
101

ATLANTA BUILD EXPO

ENTRANCE

Cobb Galleria Centre
July 20 & 21, 2022 :: Wednesday & Thursday