



Toll Free: 877-219-3976 | Phone: 512-249-5303



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, Halls, A, B, & C
February 25-26, 2026
Wednesday & Thursday

Booth # _____ Category: _____

EXHIBIT SPACE

- ☐ Std. 10x10 = \$2395
- ☐ Corner 10x10 = \$2595
- ☐ 10x20 = \$4595
- ☐ 10x30 = \$5595
- ☐ 20x20 = \$6795
- ☐ 20x30 = \$8495

PAYMENT AUTHORIZATIONS TO: INTERNATIONAL CONFERENCE MANAGEMENT, INC

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

Credit Card #: _____ Exp. Date _____ / _____ CVC Code _____

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 either hold such funds in escrow until an alternate date has been set for the Exhibition. [] 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:

FOR OFFICE USE ONLY:

☐ CALL-IN

☐ EMAIL-IN



ATLANTA BUILD EXPO

February 25-26, 2026

Cobb Galleria Centre, Halls A,B&C

Exhibit Hours: 10am-3pm Both Days

FLOOR PLAN

SCAN ME! FOR FLOOR PLAN UPDATES

KEYNOTE AREA

CONCESSION

SEATING

1244 1245 1144 1145				1044 1045		944 945		843		744 745		645		445 344		345 244		245 144 145					
1240	1241 1140		1141 1040		1041 940		941 840		841 740		741 640		641 540		541 440		441 340		341 240		241 140		141
1238	1239 1138		1139 1038		1039 938		939 838		839 738		739 638		639 538		539 438		439 338		339 238		239 138		139
1236																							137
1234	1235 1134		1135 1034		1035 934		935 834		835 734		735 634		635 534		535 434		435 334		335 234		235 134		135
1232	1233 1132		1133 1032		1033 932		933 832		833 732		733 632		633 532		533 432		433 332		333 232		233 132		133
1230																							131
1228	1229 1128		1129 1028		1029 928		929 828		829 728		729 628		629 528		529 428		429 328		329 228		229 128		129
1226	1227 1126		1127 1026		1027 926		927 826		827 726		727 626		627 526		527 426		427 326		327 226		227 126		127
																							125
1222	1223 1122		1123 1022		1023 922		923 1224		823 722		723 622		623 522		523 422		423 322		323 222		223 122		123
1220	1221 1120		1121 1020		1021 920		921 820		821 720		721 620		621 520		521 420		421 320		321 220		221 120		121
1218																							119
1216	1215 1114		1115 1014		1015 914		915 814		815 714		715 614		615 514		515 414		415 314		315 214		114		117
1214																							115
1212																							111
1210	1110		1008		1007 910		907 808		710		608		508		410		308		210		110		109
1204	1102		1002		1001 902		903 1206 901 1202		702		602		502		501 402		302		202		201 102		105 103 101

Entrance