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





AIA ASS CMAA STEXO Sales Rep: \_\_\_\_\_ Date:\_\_\_\_ APPLICATION/CONTRACT

Exhibiting Company (how your company will be listed):				
Address:				
City: St.: Zip: Wel	b:			
Primary Contact Name:				
Email: Phone:				
Secondary Contact Name:				
Email: Phone:				
CHARLOTTE BUILD EXPO Charlotte Convention Center, Hall C October 13-14, 2026 Tuesday & Wednesday  Booth # Category:	-	EXHIBIT SPACE  Std. 10x10 = \$2  Corner 10x10 = 10x20 = \$4595  10x30 = \$5595  20x20 = \$6795  20x30 = \$8495	2395 = \$2595 5	
PAYMENT AUTHORIZATIONS TO: INTERNATIONAL CONFERENCE MANAGEMENT, INC				
Type of Card (Check one): AMX VISA MASTERCARD DISCOVER				
Credit Card #:				
Name, Exactly as it appears on card				
Billing Address (Credit Card)				
Authorized Signature: X				
NO REFUNDS AFTER EXHIBIT SPACES ARE ASSIGNED				
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 a endees, 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 a er 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,		hibit Space	\$	
		onsorship Package	\$	
		eb Ad	\$	
		agazine Ad Purchase	\$	
		sociation ee	\$ 25.00	

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 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 a er 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 represents it es 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 particip te in event listed on the application contract. Show Management will not be liable for the full Ilment of this Contract as to the delivery of Exhibit Space & Marketing Opportunities if non-delivery is due to any of the following causes: by fi e, act of God, public enemy, war or insurrections, strikes, the authority of the law, extreme weather condition, terrorism, disaster civil disorder, acts of agreession no for any cause beyond Show Management's control. Non-delivery marvesult if a reasonable 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 alternati e date has been set for the Exhibition.[] No refunds will be made if force majeure should occur before or during the show.

FOR OFFICE USE ONLY: CALL-IN EMAIL-IN
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<b>Total Charge Amount</b>	\$
Association ee	\$ 25.00
Magazine Ad Purchase	\$
Web Ad	\$
Sponsorship Package	\$
Exhibit Space	\$

**Special Instructions:** 

## CHARLOTTE BUILD EXPO

October 13-14, 2026 Charlotte Convention Center, Hall C Exhibit Hours: 10am-3pm Both Days



## **FLOOR PLAN**

**SCAN ME!** FOR FLOOR PLAN UPDATES

