



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: _____

PHOENIX BUILD EXPO

Phoenix Convention Center, Halls F&G
December 9-10, 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 for Exhibit Booth Space, Sponsorship, and/or Advertising ("Agreement") becomes a binding contract upon completion of the application, receipt of payment, and written acceptance by Build Expo ("Show Management"). This Agreement is made in accordance with the exhibit hall floor plan, published rates, and all applicable rules and regulations governing the exposition (collectively, the "Exposition Rules"), which are incorporated herein by reference and form part of this Agreement. Build Expo reserves the right, in its sole discretion, to modify show dates, hours, locations, booth assignments, or exhibit hall layout as deemed necessary. Build Expo makes no representation or warranty as to the number of attendees, and each Exhibitor is solely responsible for promoting its participation in the event. The rental fee for exhibit space shall be as specified in the accompanying application. Additional expenses—including, but not limited to, move-in and move-out labor, electrical or utility services, furnishings (tables, chairs, etc.), and advertising in the Official Show Directory—are not included in the exhibit space rental fee and are the sole responsibility of the Exhibitor. Exhibitors are required to use the Official Show Decorator for all show-site services. An Exhibitor Service Manual will be distributed no later than thirty (30) days prior to the show date, except where an exhibitor registers within thirty (30) days of the event, in which case the manual will be sent upon registration. The manual will include details regarding ordering booth furnishings and services, with rates varying by show location. Exhibitors unable to participate may be eligible to transfer to a future Build Expo event. Requests must be submitted in writing and sent to info@buildexpousa.com. Transfer requests are subject to approval by Show Management and will incur an administrative transfer fee, which must be paid in full prior to confirmation of the new event. Transfer requests received within forty-five (45) days of the scheduled show date will not be accepted. Exhibitors scheduled to present an educational session are subject to an additional transfer or cancellation fee as determined by Show Management. All exhibit space fees must be paid in full no later than thirty (30) days prior to the show date, and exhibitors will not receive the Exhibitor Service Manual until full payment is received. All payments are non-refundable once exhibit space has been assigned, and Exhibitor expressly agrees not to initiate or authorize any credit card chargeback or reversal of payment. Acceptance of payment by Build Expo does not constitute acceptance of this Agreement unless and until Build Expo provides written confirmation, and any funds returned prior to such written acceptance render this Agreement null and void. Verbal representations or promises made by sales or event representatives shall not be binding upon Build Expo. Show Management shall not be liable for failure or delay in performance of its obligations under this Agreement if such failure or delay is due to causes beyond its reasonable control, including but not limited to fire, flood, earthquake, war, terrorism, governmental orders, strikes, civil disorder, extreme weather, disaster, or any other act of God or public authority that makes it illegal, impracticable, or impossible to hold the exposition. In such circumstances, Build Expo may, at its discretion, retain exhibitor funds in escrow and apply them toward a rescheduled or replacement event, and no refunds will be issued in the event of cancellation or postponement due to a force majeure occurrence, whether before or during the show. By completing, signing, and submitting this Agreement, and providing payment as required, the Exhibitor acknowledges that it has read, understands, and agrees to comply with all terms and conditions set forth herein and in the Exposition Rules.

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 ☐ WEB

PHOENIX BUILD EXPO

December 9-10, 2026

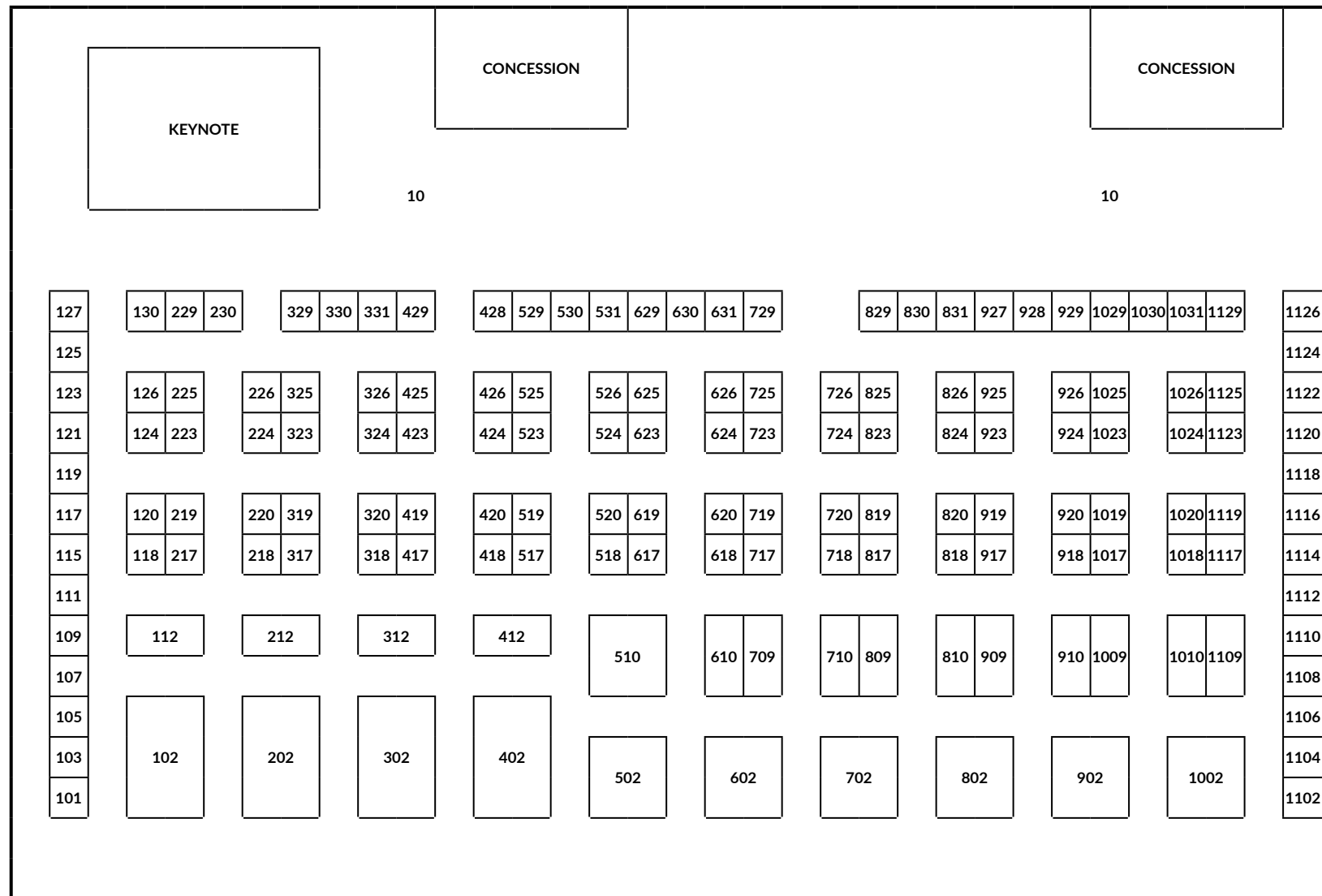
Phoenix Convention Center

Exhibit Hours: 10am-3pm Both Days



FLOOR PLAN

SCAN ME! FOR FLOOR PLAN UPDATES



ENTRANCE