M&M 2016 Meeting & Exhibition
Greater Columbus Convention Center, Columbus, Ohio
Exhibit Dates: July 25 – 28, 2016

Exhibit Space Application

LOCATION PREFERENCES: Please indicate the location and configuration of the booth space requested. Show management has the right to require the 2nd company who places themselves next to a competitor to move locations.

1st Choice________________ 2nd Choice________________
3rd Choice________________ 4th Choice________________

No. of Booths_______ x $2,575.00 Rate = $
No. of Corners_______ x $100 corner charge $
Total Due ___

TABLE TOP $2,000_____
Deposit due $500 per 10’x10’booth or Table Top $
On or after 3/23/2016 submit application with total amount.

METHOD OF PAYMENT: Microscopy Society of America
Federal Tax ID# 11-6042333

___ Check made payable to the Microscopy Society of America
Mail to: PO Box 485, LaGrange, IL 60525-0485

For Credit Card go to the following link to make your payment: https://paytrace.com/cart/donate.pay?id=2926&mvid=70144190000&

WE AGREE TO ABIDE BY ALL RULES AND REGULATIONS GOVERNING THE EXPOSITION AS PRINTED ON THE REVERSE SIDE HEREOF AND WHICH ARE A PART OF THIS APPLICATION. ACCEPTANCE OF THIS APPLICATION BY SHOW MANAGEMENT CONSTITUTES A CONTRACT.

Date

Authorized Signature This line must be signed for acceptance of contract.

Title

QUESTIONS? M&M Exhibit Office
Corcoran Expositions, Inc.
Phone: 312-541-0567, Fax 312-541-0573
E-Mail: info@corcexpo

FOR OFFICE USE ONLY
The Microscopy Society of America and the Microbeam Analysis Society herein referred to as M&M, its authorized representatives and Corcoran Expositions, Inc. are hereinafter referred to as “Show Management.”

1. SHOW MANAGEMENT AND EXPENS. Applications submitted prior to March 23, 2016 must be accompanied by a deposit payment in the amount of $500 (payable in US funds, drawn on a US bank) per 10’x10’ booth of the space requested. Applications received without such payment will not be processed nor will space assignment be made. The balance of the space rental charge will become due and payable on or before March 16, 2016. The full rental charge for space and all other charges pertaining to Show attendance, if not paid and collected prior to the expiration of the Show, Show Management shall have the right to reassign the booth location shown on the contract or to take possession of said space and lease same, or any part thereof, to such parties and upon such terms and conditions as it may deem proper. In the event of a breach of the present agreement, the exhibitor shall forfeit all liquidated damages, the amount paid by him for his space reservation, regardless of whether or not the Show Management enters into a further lease for the same space involved. In case the exhibitor shall not be held in his reason for such, then thereupon the rental and lease of space to the exhibitor shall be terminated. In such case the lien for damage and/or compensation by the exhibitor shall be the return to the exhibitor of the prorata amount already paid for space for this specific event.

2. SPACE RENTAL AND ASSIGNMENT OF LOCATION. Whenever possible, space assignments will be made by Show Management in keeping with the preferences as to location requested by the exhibitor.

SHOW MANAGEMENT, HOWEVER, RESERVES THE RIGHT TO MAKE THE FINAL DETERMINATION OF SPACE LOCATION. Should the exhibitor feel that the space assigned is not acceptable, the exhibitor shall submit his written request to the Show Management office not later than March 23, 2016, will be refunded less the non-refundable amount of $100 per 100 square feet of exhibit space. For cancellations received after March 23, 2016 exhibitors are liable for 100% of the cost of space. It is expressly agreed by the exhibitor that in the event he fails to pay the space rental at the times specified, or fails to comply with any other terms or conditions within the contract, then Show Management shall have the right to reassign the booth location shown on the contract or to take possession of said space and lease same, or any part thereof, to such parties and upon such terms and conditions as it may deem proper.

In the event of a breach of the present agreement, the exhibitor shall forfeit all liquidated damages, the amount paid by him for his space reservation, regardless of whether or not the Show Management enters into a further lease for the same space involved. In case the exhibitor shall not be held in his reason for such, then thereupon the rental and lease of space to the exhibitor shall be terminated. In such case the lien for damage and/or compensation by the exhibitor shall be the return to the exhibitor of the prorata amount already paid for space for this specific event.

3. USE OF SPACE, SUBLETTING OF SPACE. No exhibitor shall assign, sublet, or share the space assigned to him or sublet, assign or share any part thereof except for the use of representatives of the exhibitor’s booth. Show Management has the right to require the 2nd company who places themselves next to a competitor to move locations.

4. OPERATION OF DISPLAYS. Show Management reserves the right to restrict the operation of, or to eject completely, any exhibit which, in its sole opinion, detracts from the general character of the exposition and does not conform to the rules, regulations, or agreement, or to an exhibit which, because of noise, flashing lights, method of operation, display of unsuitable material, are determined by Show Management to be objectionable to the successful conduct of the exposition as a whole. Use of so-called “barkers” or “pitchmen” is strictly prohibited. All demonstrations or other promotional activities must be confined to a limited area, to be selected by Show Management. Booth representatives, including models or demonstrators, must be properly and modestly dressed.

Direct Sales. No retail sales are permitted within the exhibit area at any time, but orders may be taken for future delivery.

Contests, Drawings & Lotteries. All unusual promotional activities must be approved in writing by Show Management no later than 60 days prior to the opening of the exposition.

Exhibitor Plan Review. Booth construction plans and layout arrangements for first-time exhibitors, exhibits in peninsula or island booth spaces, or involving other unusual construction features, must be submitted for approval at least thirty (30) days prior to the opening of the exposition.

5. EXHIBITORS AUTHORIZED REPRESENTATIVE. Each exhibitor must name one person to be his representative in connection with installation, operation and removal of the company’s exhibit. Such representative shall be authorized to enter into such service contracts as may be necessary and for which the exhibitor shall be responsible. The exhibitor shall assume responsibility for such representatives and shall be responsible for their attendance throughout all exposition periods; and this representative shall be responsible for keeping the exhibit neat, manned and orderly at all times. For their own safety and protection, persons under the age of eighteen (18) may not staff the booth or assist in the move-in and move-out.

6. INSTALLATION AND REMOVAL. Show Management reserves the right to fix the time for the installation of a booth prior to the Show opening and for its removal after the conclusion of the Show. Installation of all exhibits must be fully completed by the opening time of the exposition. Any space not completed prior to the opening time has been dedicated to the installation of another exhibit. No exhibitor will be allowed to dismantle or repack any part of his exhibit until after the closing of the Show.

7. ARRANGEMENT OF EXHIBITS. Each exhibitor is provided an Official Exhibitor Kit. The Exhibitor Kit describes the type and arrangement of exhibit space and the standard equipment provided by Show Management for booth construction. All booth space must be arranged and constructed in accordance with the guidelines, provisions and limitations contained in the Exhibitor Kit. If, in the sole opinion of Show Management, the exhibits do not conform to the guidelines, provisions or limitations set forth herein, such exhibit will be prohibited from functioning at any time during the exposition.