## REGISTER NOW & SECURE CURRENT PRICING FOR THE San Diego County 2015 REALTOR® Expo & Conference



Company Name:
State   Zip   Fax
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Website:
Exhibitor Opportunities
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Exhibitor Opportunities           2014 pricing valid for reservations made on or before May 1, 2014         SDAR Members*         Non-Members           20'x20' Island Booth - only 2 available         \$3,495         \$3,895           10'x20' Premium Booth         \$1,495         \$1,895           10'x20' Booth         \$1,395         \$1,795           10'x10' Booth - Tier 1 Placement         \$895         \$1,295           10'x10' Booth - Tier 2 Placement         \$650         \$1,050           10'x10' Booth - Tier 3 Placement         \$500         \$900    Sponsorship Opportunities - must be a current SDAR affiliate member to Sponsor*    General Session - \$12,495
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│ □ Attendee Bag - <b>\$7,595</b>
□ Lanyard - \$6,500 □ Breakout Session - \$1,895
Additional Marketing Opportunities
□ Become a Designated Affiliate Member - \$195 □ Game Card Participation Booth Upgrade - \$295
☐ Mobile Program: Enhanced Exhibitor Listing - \$99 ☐ Mobile Program: Pop-Up Ad - \$150
☐ Mobile Program: Banner Ad - \$295
Comments:
SDAR Sales Rep: Booth #:
<b>Registration Confirmation:</b> By signing below, client agrees to comply with all of the conditions and Rules and Regulations of this contract. An exhibitor booth is not considered reserved until a signed copy of this contract is received along with payment in full. A signed copy of the Rules and Regulations must accompany your application to process. Exhibit placement is not guaranteed, SDAR will make final assignments on exhibitor location.
Signature Date
<b>Payment Information:</b> For early bird discounts, applications and 50% payment must be received on or before <b>May 1, 2014</b> , and reminder balance is due by <b>December 31, 2014</b> . Applications received after May 1, 2014 must include payment in full. Applications without the required items will not be processed.
□ Check (payable to SDAR) □ Visa □ M/C □ AmEx □ Discover Package Total (\$):
Card #: Exp. Date: Signature:

<sup>\*</sup> Must be a 2015 affiliate member in good standing.

## **EXPO AND CONFERENCE RULES & REGULATIONS FOR EXHIBITING**

- 1. SHOW MANAGEMENT: The letters "SDAR" designated herein shall refer to the Greater San Diego Association of REALTORS® its officers, employees and agents acting on behalf of SDAR in the management of the Show.
- 2. ELIGIBILITY: SDAR reserves the right to determine the eligibility of any Exhibitor product or service for inclusion in the Trade Show. (a) To be eligible, the exhibiting company and their products and services must have an affiliation to the real estate or housing industry. (b) In order to be processed, applications must be accompanied by payment in full. (c) Exhibitors having outstanding financial obligations to SDAR that are over 30 days past due are not eligible to exhibit. SDAR reserves the right to assign, reassign or relocate exhibit booths at any time for the overall benefit of the Trade Show.

## 3. INSTALLING AND DISMANTLING OF EXHIBITS:

PARTICIPANTS: (a) Set-up of displays from 12:00 pm - 4:30 pm the day prior to show and 6:00 am - 9:00 am the day of show. Displays must be in readiness by 10:00 am the day of show and must remain intact and attended until the closing hour of 5:00 pm the day of show. (b) Exhibitors are not permitted to dismantle or begin packing of displays before 5:01 pm day of show. (c) All exhibit displays and materials must be removed no later than 6:30 pm day of show. (d) Exhibitors who are not show-ready by 10:00 am or who begin dismantling prior to 5:00 pm will be fined one half of their booth rental fee and jeopardize their eligibility for future shows. No EXCEPTIONS!

EXHIBITOR AGREES TO ADHERE TO THE OFFICIAL CLOSING HOUR.

- 4. EXHIBITOR RESPONSIBILITIES: (a) Exhibitors must designate one person as a point-of-contact for SDAR during set-up, show hours and tear-down. (b) Exhibit booths must be staffed at all times by qualified employees of the Exhibitor (or an authorized representative) who must demonstrate and explain the products displayed. (c) During the course of the show, Exhibitors assume the responsibility of keeping their booths clean and in good order. (d) All products and services, as well as behavior of employees and representatives of Exhibitor must fall within the parameters of what would normally be deemed as decent and in good taste. (e) Exhibitors are not permitted to solicit or distribute any products or services outside the confines of contracted display space, e.g. registration areas, lounges, meeting rooms, program areas or other facilities of the convention center. (f) Exhibitors are not permitted to distribute any materials or offer for sale any products or services from another company or party not directly affiliated to their company or who has not purchased display space. (g) Exhibitors are wholly responsible for safeguarding of their display and its contents within.
- **5. SUB-LEASING OF SPACE:** Exhibitors are not permitted to assign, sublet or apportion the whole or any part of contracted display space to another company or party not directly affiliated to their company.
- **6. NON-COMPLIANCE:** (a) Exhibitor understands and acknowledges permission to exhibit and remain on display has been granted and remains in effect based on strict compliance with the rules herein formulated. (b) If an Exhibitor is ejected for violation of any of these rules, or for any other reason, no return of rental fees shall be made.
- 7. CANCELLATION POLICY: All cancellations must be submitted in writing to SDAR. Cancellations received on or before February 1, 2015 will be issued a full refund less \$100 administration fee. No refunds will be issued if cancellation is received after February 1, 2015.
- **8. EXHIBITOR SOLICITATIONS:** (a) Exhibitor must limit their activities within the confines of their contractual space. Exhibitor activities must be conducted in a manner consistent with non-interference of activities legitimately exercised by other Exhibitors. (b) The distribution of Exhibitor's products, catalogues, pamphlets, printed materials, souvenirs, etc. must be conducted entirely within the Exhibitors' booth space. (c) Exhibitors may not make political solicitations without prior approval of SDAR.
- 9. LIMITS OF LIABILITY: (a) SDAR shall not be responsible for any injury, loss or damage that may occur to the Exhibitor or to the Exhibitors' property, employees or any other designee for any cause whatsoever prior, during or subsequent to the period covered by the exhibit contract. Nor shall SDAR be held liable for any act of God which makes the facilities unusable during the contractual period. (b) Furthermore, upon signing this contract, Exhibitor's release SDAR from and agrees to indemnify and save harmless SDAR against any and all claims for loss damage or injury to Exhibitor or Exhibitor personnel for the duration of the show. (c) Exhibitors are liable for any damage caused by affixing displays to building floors, walls, to standard booth equipment and for damages caused by Exhibitor in any other manner. This liability also extends to helium balloons, confetti as well as paint, adhesive, lacquer or any other coating applied to building walls or floors or standard booth equipment. (d) SDAR will not be responsible for delay, damage, loss, increased cost or any other unfavorable conditions caused by circumstances beyond its control.
- 10. FAILURE TO OCCUPY SPACE: Space not occupied by 10:00 am day of show will be forfeited by Exhibitor and may be resold and/or reassigned without refund unless prior arrangements for delayed occupancy have been approved, in writing, by SDAR. In no event will Exhibitors receive any refund of booth rental.
- **11. NOISE:** Public address announcements and/or the use of loud devices for the mechanical reproduction of sound beyond the individual Exhibitor's booth, or excessive operating noise which distracts neighboring Exhibitors from authorized performance, is prohibited. In addition, music may not be played in any form without proper licensing of copyrighted music.

- 12. INSURANCE: Fire, theft and liability insurance protecting the Exhibitor must be arranged for by individual Exhibitors at their expense. All Exhibitors and their authorized decorators must carry proof of full insurance for the duration of the show, including move-in and move-out. SDAR does not carry insurance to cover individual exhibits
- 13. FIRE LAWS: (a) Federal, state and city fire laws must be strictly observed. Cloth and non-fire retardant materials must be flame-proofed. Electrical wiring must comply with Fire Department and Underwriter's rules. (Exhibitors should contact the convention services contractor for additional information.) (b) All inflammable materials (excelsior, wrapping paper, etc.) must be removed from the exhibit area prior to the opening of the exhibit hall. (c) Aisles and fire exits cannot be blocked by Exhibitor displays and all Exhibitor equipment, including boxes, display cases, tools, etc. must be placed within the confines of booth or stored with the convention services contractor until the close of the show. (d) No combustibles of any nature may be brought into the trade show facility without prior approval from SDAR, the San Diego Convention Center, and Fire Marshall.
- 14. BOOTH SPACE, EQUIPMENT AND ACCEPTABLE DISPLAYS: (a) Booths are defined as a 10' x 10' space per unit price. (b) For each booth purchased, SDAR will supply one (1) 6' skirted table, two (2) plastic contour chairs, pipe and drape, one (1) wastebasket, and one (1) single line ID sign (7"x44") identifying the firm name (based on registration date), (c) Self- contained exhibit displays may not exceed a height of 8' and must be confined to the rear one-third of the booth. Sidewalls must be visually acceptable to adjoining exhibit displays and SDAR. In all other portions of the booth, no display materials shall be placed to exceed a height of 4' from the floor. (d) Bright lights or other distracting visual displays are not permitted. Any exceptions must be approved in writing by SDAR. (e) Decorative candles are NOT permitted. (d) Backwall and sidewall drape curtains may not be changed.
- **15. CONVENTION SERVICES CONTRACTOR:** The official Trade Show Contractor will communicate with each Exhibitor to help meet booth requirements and furnishing needs. Additional furniture, carpet, draping, accessories, signs, electrical outlets, etc. are the responsibility of Exhibitors and should be ordered in advance on forms that will be provided in your Exhibitor Kit.
- **16. ATTENDANCE:** SDAR shall have sole control over attendance/admittance policies at all times. Exhibitors and attendees must wear the official name badge at all times. In addition, badges are the property of SDAR and are not transferable. Exhibitors will be supplied two (2) badges per 10x10 booth.\*
- 17. SDAR CONSENT REQUIRED: No one is permitted to photograph, record or reproduce exhibit displays, meetings, seminars or other events either on video, audio, or other means without the prior written consent of SDAR.
- **18. AMENDMENT TO RULES:** Any and all matters or questions not specifically covered by the preceding Rules & Regulations for Exhibiting shall be subject solely to the decision of SDAR. These rules may be amended at any time by SDAR. All amendments so made shall be binding on the Exhibitors equally with the foregoing Rules & Regulations for Exhibiting.
- **19. SPACE:** No construction is allowed on the sides of any booth that would obstruct the line-of-sight of adjacent booths. In addition, no Exhibitor may display any signs, partitions, apparatus, shelving or other construction that extends more than 8' above the floor on the back wall or 4' on sidewalls, without prior written permission from SDAR.
- 20. FOOD AND/OR BEVERAGE SAMPLING/DISTRIBUTION POLICY: (a) The Catering Department of the San Diego Convention Center reserves the right to provide all cash and contracted service designated for on-site food and beverage consumption. (b) The San Diego Convention Center Catering Department retains the exclusive right for booth catering. (c) Combination and/or preparation of companies/sponsors' products designed for the purpose of nourishment or entertainment is deemed catering. (d) California State Law prohibits the sampling of alcoholic beverage products by any person or business other than the licensee of the building. (e) Exhibitors at public conventions may sample foods under the following guidelines: (1) A maximum number of sampling booths may exhibit at the discretion of San Diego Convention Center, (2) San Diego Convention Center maintains the exclusive rights to all food and beverage sampled within the building and will determine the types of food and the number of booths available for sampling within space held at the San Diego Convention Center, (3) A sampling charge may be imposed to offset lost food and beverage sales.

By my signature below, I confirm I have read and agree to abide by the above Rules and Regulations for Exhibiting at the San Diego County 2015 REALTOR Expo and Conference.

A SIGNED COPY MUST ACCOMPANY BOOTH RESERVATION APPLICATION

**RETURN TO: SDAR, ATTN. SALES** 

Mail: 4845 Ronson Court, San Diego, CA 92111

Fax: (858) 715-8088 E-mail: Sales@SDAR.com

Signature: \_\_

Company: \_

Date: