



# 2019 EXHIBIT SPACE CONTRACT

Exhibits: March 6-7, 2019  
Las Vegas Convention Center, North Hall • Las Vegas, NV  
iwceexpo.com

## MAIL, FAX OR EMAIL TO:

**IWCE 2019 c/o Informa**  
24654 Network Place  
Chicago, IL 60673

**Stephanie McCall**  
P: 303-379-9159 • F: 913-514-6339  
Stephanie.McCall@knect365.com

**Lucy Green**  
P: 949-838-2160 • F: 913-514-7026  
Lucy.Green@knect365.com

**Please select one:**  
 IWCE 2019  
 IWCE's Network Infrastructure Forum

## I. COMPANY INFORMATION

Company Name \_\_\_\_\_

Exhibiting As (if different from above) \_\_\_\_\_

Street \_\_\_\_\_ Suite \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_

Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Telephone\* \_\_\_\_\_ Fax\* \_\_\_\_\_  
*Please include city and country codes.*

Website \_\_\_\_\_

Primary Contact Name \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_ Cell Phone \_\_\_\_\_

Billing Contact Name \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_ Cell Phone \_\_\_\_\_

\*By providing your cell number, you are giving Show Management permission to contact you via text or phone regarding emergency situations and onsite Show updates.

\*By providing the contact information above, you acknowledge and agree to Informa's use of your contact information to communicate with you about events, products, services and offerings by Informa, its brands, affiliates, and/or third-party partners, consistent with Informa's Privacy Policy (accessible at <http://engage.informa.com/privacy-statement/>). In addition, I understand that my personal information may be shared with any sponsor(s) of IWCE 2019 or IWCE's Network Infrastructure Forum, so they can contact me directly about their products or services. Please refer to the privacy policies of such sponsor(s) for more details on how your information may be used by them. Your personal information may also be shared with other participants of the IWCE 2019 or IWCE's Network Infrastructure Forum.

## II. SPACE REQUIREMENTS AND OPTIONS

PRICING		10x10	10x20	10x30
	Inline		\$3,450	\$6,900
Corner*		\$3,900	\$7,350	\$10,800
		*2nd inline corner fee = \$450. No corner charge for islands.		
Island	Under 1200 sq. ft.	\$33.50 per sq. ft.		
Island	Over 1200 sq. ft.	\$32.35 per sq. ft.		

\*Minimum booth size: 10'x10' = 100sq.ft. (3.05m x 3.05m = 9.3m<sup>2</sup> approx.)

Our Space Preferences: 1st: \_\_\_\_\_ 2nd: \_\_\_\_\_ 3rd: \_\_\_\_\_

I prefer not to be located near the following companies:

Products/services to be exhibited:

Desired exhibit size: \_\_\_\_\_ ft. x \_\_\_\_\_ ft. = \_\_\_\_\_ total sq. ft.

Booth Cost: US\$ per sq. ft. \_\_\_\_\_ x \_\_\_\_\_ total sq. ft. = \$ \_\_\_\_\_

Corner charges: \$ \_\_\_\_\_

Exhibits Plus Option .....\$1,295

- Exhibitor listing with your company logo in IWCE's Show Directory, distributed onsite and online to all IWCE attendees. Deadlines apply.
- Enhanced online exhibitor listing to include company logo and ability to upload additional documents including press releases or product sales sheets.
- IWCE Post-Show Attendee List (Name, Title & Company Name only).
- IWCE Post-Show Mailing List distributed through a 3rd party mail house.
- Logo and URL posted to IWCE Featured Exhibitors section of IWCE's Urgent Communications website.
- Mobile App – Logo on your listing in the mobile app, and unlimited PDF uploads. Post Show metrics are available.
- Video – Exhibitor may upload an existing video to their IWCE online exhibitor listing.

Insurance .....\$115

(Required for international exhibitors) All international exhibitors (defined as non-U.S. and non-Canadian exhibitors) are required to obtain insurance through ExhibitorInsurance.com, the Show's designated insurance provider, and the cost will be added to all international exhibitor contracts. This fee will be waived/refunded to international exhibitors if a valid Certificate of Insurance with the required coverages is provided to and approved by Show Management. U.S. and Canadian exhibitors may purchase the required insurance through their own carriers or through ExhibitorInsurance.com.

Please contact me with additional information about:

- 2018 Post-Show Eblast
- Mobile App Sponsorships
- IWCE's Online Advertising
- IWCE's Urgent Communications' Opportunities

**FOR SHOW MANAGEMENT USE ONLY:**

Date Received: \_\_\_\_\_

Accepted by: \_\_\_\_\_

Booth Assigned: \_\_\_\_\_

Size: \_\_\_\_\_

Sq. Ft.: \_\_\_\_\_

Booth Cost = \$ \_\_\_\_\_

Corner Charge = \$ \_\_\_\_\_

Sponsorship Cost = \$ \_\_\_\_\_

Insurance Cost = \$ \_\_\_\_\_

**TOTAL COST \$ \_\_\_\_\_**

## III. PAYMENT INFORMATION

Please include invoice # and customer # on check stub or wire transfer

### CREDIT CARD:

Credit card payments must be made online at [www.iwceexpo.com/payments](http://www.iwceexpo.com/payments). You will receive detailed instructions and a password along with your invoice via e-mail. Your deposit is due according to the payment schedule under Exhibit Space Terms below. Please contact your sales manager for more information.

### Make checks payable to:

IWCE/Informa  
24654 Network Place  
Chicago, IL 60673-1246

### Wire Transfer:

JPMorgan Chase  
New York, NY  
ABA #021000021  
Account #811104744  
SWIFT: CHASUS33

### Express Mail Address:

JPMorgan Chase  
131 S. Dearborn, 6th Fl  
Chicago, IL 60603  
Attn: Informa 24654

## IV. EXHIBIT SPACE TERMS

By completing and returning this contract, the company identified below ("you" or "exhibitor") is applying for exhibit space at IWCE Expo 2019 or IWCE's Network Infrastructure Forum (the "Show"). Upon written confirmation of acceptance by IWCE and assignment of exhibit space, this contract shall become effective and form a binding agreement between you and IWCE governing the non-assignable license granted to you to use exhibit space for the Show. The agreement formed incorporates (i) the terms and conditions set forth below on this contract form and the Additional Terms and Conditions (accessible at [iwceexpo.com/terms](http://iwceexpo.com/terms)) (collectively, "Terms and Conditions"); (ii) the terms, conditions, rules, regulations and guidelines set forth in the Exhibitor Services Kit (accessible at [iwceexpo.com/esk](http://iwceexpo.com/esk)); and (iii) all additional policies and directives ("Policies") published or provided by Show Management relating to the Show (collectively, the "Agreement"). The foregoing shall control in the following order of priority to the extent there is any direct conflict between or among them: first, the Terms and Conditions, second, the Exhibitor Services Kit, and third, the Policies. IWCE reserves the right to reject any application for exhibit space for any reason.

### Payment schedule:

- 25% Required Deposit (must accompany all contracts upon signing)
- 50% must accompany all contracts submitted on or after July 6, 2018 and before November 8, 2018.
- 100% must accompany all contracts submitted on or after November 9, 2018.

Show Management may, at its discretion, release the exhibit space if the deposit(s) are not made in accordance with the payment schedule. Reassignment of exhibit space due to missed or late payment does not relieve exhibitor of its obligations under this Agreement.

**Cancellation and Reduction of Space Policy:** Once this contract is signed and exhibit space is allocated, you are contracted to exhibit space. Cancellation requests must be in writing, and agreement by Show Management to any request for cancellation of exhibit space/Exhibits Plus or reduction of space shall be subject to the following fees:

- 1) Cancellations or booth downsizes received before July 5, 2018 are subject to a fee equal to 25% of the booth price.
- 2) Cancellations or booth downsizes received on or after July 6, 2018 and before November 8, 2018 are subject to a fee equal to 50% of the booth price.
- 3) The full contract price is due and payable and non-refundable for any cancellations or booth downsizes received on or after November 9, 2018.

### CONTRACT ACCEPTANCE

By signing below, exhibitor agrees to abide by the terms and conditions of this Agreement, and hereby represents and warrants that the undersigned is duly authorized to execute this Agreement on behalf of exhibitor.

\_\_\_\_\_  
Name (please print) Title

\_\_\_\_\_  
Authorized Signature Date