

*We cordially invite you to exhibit*

**February 23-25, 2018**



**PORTLAND  
GOLF  
SHOW**

***Oregon Convention Center***

Portland, Oregon

**9,000 Golf Enthusiasts  
expected to attend**

***Show Owner***



**VARSITY**  
COMMUNICATIONS

4114 198<sup>th</sup> St. SW, Suite 5  
Lynnwood, WA 98036  
Phone 888.367.6420  
Fax 888-273-1763

Fax the completed agreement to 888-273-1763.



The undersigned company does hereby agree to participate as an exhibitor at the *Portland Golf Show* being held at the Oregon Convention Center, Portland, OR, on February 23-25, 2018. The *Portland Golf Show* is owned and produced by Varsity Communications, Inc. This will be a binding contract when accepted by the *Portland Golf Show*. Invoices for the 2017 show will be mailed upon acceptance of agreement.

Your registration fee will include: a piped and draped 10' x 10' booth, one draped table, exhibitor booth sign, waste basket, and two chairs.

Please complete this form and return to Varsity Communications, Inc, 4114 198<sup>th</sup> St. SW, Suite 5, Lynnwood, WA 98036: Attention: Finance Department, make check payable to Varsity Communications, Inc. Please include a current business card. Payment is due upon receipt of invoice. Exhibitor is subject to finance charges if booth payment is not received on time.

**RATES: (PLEASE CHECK APPROPRIATE BOOTH SIZE AND ADDITIONAL OPTIONS)**

\_\_\_\_\_ 10' x 10' booth, \$1095, if received by 9-15-17, \$1195 if received between 9-16-17 and 11-1-17, \$1345 after 11-1-17.

\_\_\_\_\_ 10' x 10' booth, (\*Special discounted rate of \$995 each year for a two-year commitment to the Portland Golf Show in 2018 and 2019 if received by 9-15-17, \$1095 if received between 9-16-17 and 11-1-17, \$1245 after 11-1-17).

\_\_\_\_\_ 10' x 20' booth, \$1995, if received by 9-15-17, \$2095 if received between 9-16-17 and 11-1-17, \$2245 after 11-1-17.

\_\_\_\_\_ 10' x 20' booth, (\*Special discounted rate of \$1845 each year for a two-year commitment to the Portland Golf Show in 2018 and 2019 if received by 9-15-17. \$1995 if received between 9-16-17 and 11-1-17. \$2145 after 11-1-17).

\_\_\_\_\_ Corner booth requests are an additional \$150.00.

**CALL FOR BULK SPACE RATES FOR SIZES 10' X 30' OR LARGER.**

\_\_\_\_\_ 'x \_\_\_\_\_' booth, \$ \_\_\_\_\_ .00    \_\_\_ one-year    \_\_\_ two-year.

Do you wish to sell from your booth or display area? Yes \_\_\_\_\_ No \_\_\_\_\_  
(The *Portland Golf Show* retains the right to approve all retail activity).

COMPANY NAME: \_\_\_\_\_

CONTACT NAME/TITLE: \_\_\_\_\_

CONTACT ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-MAIL: \_\_\_\_\_ WEB ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

PRODUCT/SERVICE DESCRIPTION: \_\_\_\_\_

BOOTH SIGN TO READ: \_\_\_\_\_

1. **Booth Space:** Exhibitor subscribes for booth space at the Portland Golf Show, to be held at the Oregon Convention Center, Portland, OR on Feb. 23-25, 2018. The Portland Golf Show reserves the right to reject any applicant or exhibitor the amount he/she has paid for space. The Portland Golf Show reserves the right to assign, designate, or change your booth location. Pop-up tent displays are not guaranteed and must be approved by show management.
2. **Payment:** Exhibitor will be invoiced upon receipt of contract with payment due net 30 days. Payment is due net upon receipt after January 1, 2018. Payment in full for exhibitor's booth space is required prior to show check-in time. All rates quoted and contracted are for cash payments. Credit card processing is available with a 3% convenience fee for all transaction amounts processed.
3. **Hours of Operation:** Hours of show are Friday, 11 a.m. - 5 p.m.; Saturday, 9 a.m. - 5 p.m.; and Sunday, 9 a.m. - 4 p.m. Exhibitor shall have its exhibit(s) completely assembled and ready to be viewed by guests no later than 10 a.m. on Friday, February 23, 2018. Show times are subject to change. Exhibitor shall staff its booth during all hours of the Portland Golf Show. Exhibitor shall not begin disassembling its exhibit(s) until 4:01 p.m. Sunday, February 25, 2018.
4. **Interference Prohibited:** Excessive noise, bothersome lighting or other use by exhibitor which interferes with the exhibition space used by other exhibitors is prohibited, as is the creation or maintenance by exhibitor of any dangerous or hazardous condition or situation. The aisles belong to the show. Neither exhibitor nor advertising material shall protrude into the aisles. Booth shall not exceed 8 feet in height without show coordinator's approval. Exhibitor business activities must be contained within the exhibit space purchased. The show owner must approve "Roaming" or any additional business outside the exhibit space purchased in writing prior to the Portland Golf Show.
5. **Services Not Provided:** The Portland Golf Show does not provide equipment, decoration, labor carpenters, storage for exhibit materials, special lighting, gas, water supply or other related services. Exhibitor must make all arrangements for these items, and exhibitor shall defend, indemnify and hold harmless the Portland Golf Show for any and all claims, losses, damages, injuries or other charges, which may occur from such arrangements made by Exhibitor.
6. **Overnight Security:** The Oregon Convention Center is a closed facility, access will not be allowed without Show management present. The Portland Golf Show shall not be responsible for any losses an exhibitor may suffer.
7. **Insurance Not Provided:** Exhibitor acknowledges Portland Golf Show and Varsity Communications, Inc do not have insurance covering exhibitor's property. It is exhibitor's sole responsibility to obtain interruption, property damage, personal injury, vandalism, theft and any other insurance it may need to cover any losses it may suffer at the Portland Golf Show.
8. **Indemnification:** Exhibitor shall defend, indemnify and hold harmless Varsity Communications, Inc., Portland Golf Show and their designated agents, employees and/or contractors, from and against any and all claims, losses, damages, injuries, penalties, governmental charges or fines in any amount arising out of or caused by exhibitor's use of the premises, the conduct of exhibitor's business or from any activity or work done, permitted or suffered by exhibitor in or around the premises, including but not limited to, the installation, operation, maintenance or removal of exhibits.
9. **Assignment Prohibited:** Exhibitor shall not assign any portion of its booth space to any individual, partnership, corporation, company, firm or entity, without the prior written consent of the Portland Golf Show.
10. **Cancellation Policy:** If Exhibitor is not able to attend the Portland Golf Show, Exhibitor is financially and contractually responsible for payment of fees (paid and unpaid balances) on the following schedule.
  - a. **75 day:** If written cancellation is received 75 days prior to show opening, exhibitor is responsible for 50% of booth fee.
  - b. **45 day:** If written cancellation is received 45 days prior to show opening, exhibitor is responsible for 75% of booth fee.
  - c. **Less than 45 days:** If Exhibitor cancels within 45 days of show opening, exhibitor is responsible for 100% of booth fee.
11. **Governing Law, Consent to Jurisdiction, and Venue.** This Agreement shall be interpreted and enforced according to the laws of the State of Washington. The Parties to this Agreement hereby stipulate that the exclusive venue for any proceeding to interpret or enforce the terms of this Agreement shall be in King County, Washington District Court, Superior Court, or the United States Federal Court for the Western District of Washington located in Seattle, Washington.

AGREED BY:

\_\_\_\_\_  
Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title (Print)