Southern California

2011 BIS Exhibit Space Form

Wednesday & Thursday
Nov 9th-10th
Long Beach
Convention Center

CANCELLATION POLICY:

Cancellation fees will apply as follows:

1. Cancellation requests received in writing January 1, 2011 through April 30, 2011 will be refunded all payments minus a cancellation fee equal to 25% of the total rental fee.

2. Written cancellation notices received after May 1, 2011 through June 1, 2011 will be refunded all payments minus a cancellation fee equal to 50% of the total rental fee.

3. No cancellation refunds will be made after June 1, 2011, EVEN IF SPACE IS RESOLD.

IMPORTANT INSTRUCTIONS:

- Make checks payable to: BIASC, BIS Dept.
- Fax or mail this Application Contract to:

BIASC, BIS Dept.
17744 Sky Park Circle #170
Irvine, CA 92614

Phone: (949) 553-9500 ext 119
Fax: (949) 769-8943
Email: sfrias@biasc.org
Web Site: buildingindustryshow.com

Exhibit Management Use Only

Date Received: _____

Contract #: _____

Deposit Amount: $_____

Balance Due: $_____

Company Information:

Company Name: _____
Address: _____
City/State: _____ Zip: _____
Phone: _____ Fax: _____
Website: _____

Products/Services to be displayed: _____

Booth Contact:

Name: _____
Address: _____
City, St. Zip: _____
Email: _____
Phone: _____ Fax: _____

Space Requirements:

Desired exhibit space size: _____ by _____ for a total of: _____ Sq Ft

Preferred Booth #:

1st Choice _____ 2nd Choice _____ 3rd Choice _____

Booth Rental Fees:

40 % deposit is required within 14 days of booth selection. 30% is due August 31st and the Balance (30%) is due October 3rd. Full payment must accompany Contracts submitted after October 1, 2011. **CREDIT CARD PAYMENTS WILL BE ACCEPTED HOWEVER A FEE EQUAL TO 3% OF THE AMOUNT WILL BE APPLIED.**

Cost per square foot:

BIA Member $25.50 x _____ sq ft = $_____ **ADD $ .50 sq ft for Corners**

Non-Member $28.00 x _____ sq ft = $ _____ **ADD $1.00 sq ft for Islands**

Payment Info: ☐ VISA ☐ MasterCard ☐ AMEX ☐ CHECK

Credit Card Number: |__|__|__|__| |__|__|__|__| |__|__|__|__| |__|__|__|__|

Expiration Date:_____ Amount Authorized: $_____

Name on Card: _____

Authorized Signature: _____

Acceptance by Exhibiting Company:

Exhibitor hereby acknowledges it has read and understands the terms and conditions for exhibiting at BIS 2011 as set forth in the Official Rules and Regulations which are incorporated by reference into and made a part of the exhibitor contract, and agrees to be bound thereby upon the acceptance of the Contract and the accompanying deposit. **Please read the Cancellation Policy before you sign.** A facsimile copy of this contract, including applicant's signature, shall have the same effect as an original.

Authorized by: _____ Title: _____

Signature: _____ Date: _____