



2016 Conference Exhibits Hall Agreement and Terms

American Public Gardens Association

CHANGING PERSPECTIVES
PLANTING FOR THE FUTURE

Save the Date!
June 6-10, 2016

Company: _____

Contact Name: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Website: _____

E-mail: _____

Phone: _____

BOOTH PRICING:

Exhibitor Types	Discounted Booth Price Before Early Bird deadline: 2/29/2016	Regular Booth Price Beginning: 3/1/2016
Non-Member	\$1,800	\$2,000
Corporate Associate Member	\$1,500	\$1,750
Corporate Gold Members	\$1,300	\$1,550
Non-Profit and Professional Society	\$1,000	\$1,250
Sponsorship at \$5,000 or more	Complimentary	Complimentary

PLEASE CHECK:

- Non-Member
- Corporate Gold Member
- Corporate Associate Member
- Non-Profit or Professional Society

PAYMENT INFORMATION:

Payment due with signed agreement: \$ _____ Check enclosed (payable to American Public Gardens Association) Visa MasterCard

Card #: _____ Exp. Date: _____ 3-digit code: _____

BOOTH SIGNAGE: Please provide text for your booth sign: _____

COMPANY DESCRIPTION: Please provide a **fifty-word description** of your company and its products or services for inclusion in the 2016 Conference Program. The description should include information about your company and contact information. The description may be e-mailed to smoussa@publicgardens.org.

BOOTH STAFFING: Please provide the names and contact information for the person(s) staffing your booth.

Exhibitor Representative #1 _____

Title _____

Phone _____ E-mail _____

Exhibitor Representative #2 _____

Title _____

Phone _____ E-mail _____

EXHIBITS HALL SCHEDULE:

Wed., June 8, 2016

Exhibits Hall Hours	10:00 am – 5:00 pm
Exhibitor Set-up	7:00 am – 10:00 am
Keynote Lunch	11:30 am – 1:00 pm
Poster Session & Reception in Exhibits Hall	3:00 pm – 5:00 pm

Thurs., June 9, 2016

Exhibits Hall Hours	9:00 am – 4:00 pm
Keynote Breakfast	7:30 am – 9:00 am
Exhibits & Eats Lunch in Exhibits Hall	12:00 – 1:30 pm
Exhibitor Breakdown	4:00 pm – 5:30 pm

QUESTIONS? Contact Suzanne Moussa at smoussa@publicgardens.org, or by phone (610) 708-3014.

TERMS:

- No booth can be assigned until full payment is received.
- Must submit full payment and completed agreement by **February 29, 2016** in order to receive Early Bird Discount. Priority booth assignment is given by membership level.

CONTRACTUAL AGREEMENT AND SIGNATURE:

By completing this Exhibits Hall Booth Agreement and Terms, _____ (company name) agrees to abide by the rules and regulations of the American Public Gardens Association 2016 Conference Exhibits Hall Agreement and Terms. These shall be interpreted by the American Public Gardens Associations and all parties shall be bound by such interpretation. Upon acceptance by American Public Gardens Association, this form will serve as an official contract for booth space and services. Cancellation of an exhibit booth between April 2 – May 15, 2016 receives a 50% penalty fee. Cancellation after May 16, 2016 receives no refund. In the event of cancellation of the conference due to fire, government regulations, strikes or any other cause beyond the American Public Gardens Association's control, the Association shall not be held liable for failure to hold the conference as scheduled and shall determine the amount of fees to be refunded. The exhibitor assumes responsibility and liability for claims, damages and losses that arise from the exhibitors activities on the hotel premises in Miami, Florida; and will indemnify, defend and hold harmless American Public Gardens Association and the hotel as well as their agents and employees from any and all such claims, damages and losses.

Name (print): _____

Signature: _____ Date: _____

*All exhibitors are required to register online for the conference via the website, 2016.publicgardens.org. Registration will open March 1, 2016. This registration **MUST** be done in addition to completion of the exhibit hall contract.*

[For special instructions/code, please email info@publicgardens.org](mailto:info@publicgardens.org)