

LDS Booksellers Association  
Annual Convention and Trade Show Contract - 2010

**"OUR QUEST FOR SUCCESS"**

I/we hereby request exhibit space for my/our use at the LDS Booksellers Association Convention and Trade Show to be held at the South Towne Exposition Center, 9575 S. State Street, Sandy, Utah, August 3, 4, 5, 6, 2010.

COMPANY \_\_\_\_\_ PHONE (\_\_\_\_) \_\_\_\_\_  
REPRESENTATIVE \_\_\_\_\_ FAX (\_\_\_\_) \_\_\_\_\_  
ADDRESS \_\_\_\_\_ E-MAIL \_\_\_\_\_  
CITY \_\_\_\_\_ WEB SITE \_\_\_\_\_  
STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**PLEASE COMPLETE THE FOLLOWING INFORMATION:**

NUMBER OF BOOTHS REQUESTED: \_\_\_\_\_ @ \$425, PER BOOTH \$ \_\_\_\_\_ (MUST ACCOMPANY CONTRACT)  
(MAXIMUM OF 8 BOOTHS)

\* DEPOSIT (REQUIRED) + \$ 100 (IN ADDITION TO THE BOOTH FEES)

TOTAL ENCLOSED \$ \_\_\_\_\_

MAIL CHECKS PAYABLE TO: LDS BOOKSELLERS ASSOCIATION @ P.O. BOX 27793 SALT LAKE CITY UT 84127-0793

PLEASE APPLY THE \$100 DEPOSIT\* TO MY DUES FOR 2010/11 \_\_\_\_\_ (OPTIONAL)

Booth Choice #1 \_\_\_\_\_ Booth Choice #2 \_\_\_\_\_

Booth Choice #3 \_\_\_\_\_ Booth Choice #4 \_\_\_\_\_

(Should all four choices already be filled, your assignment will be at the discretion of the board of directors.)

ONE LINE BOOTH SIGN SHOULD READ: \_\_\_\_\_ We do **NOT** desire a sign: \_\_\_\_\_  
(please print)

MY SHOW SPECIAL WILL BE: \_\_\_\_\_ (OPTIONAL)

**AGE RESTRICTION:** No one under the age of 14 will be allowed on the convention floor at any time, including set up and break-down. This age restriction includes babies and toddlers whether or not they are carried or in a stroller. This policy will be strictly enforced.

The maximum number of name badges allowed is 15 per booth. No name badge sharing. Please identify **exhibitors/employees (E), authors/artists (A) and guests (G)** and submit their names below. Replacement name badges will be assessed a fee of \$5 each and will need to be paid for at the time they are requested. Attach additional sheet with any other name badges being requested.

PLEASE PRINT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read and understand the rules and regulations on the **reverse side** of this contract governing this application/contract. I understand that my signature on this contract constitutes acceptance of same.

\_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_  
(title)

Retain **YELLOW** copy for your file.

<b>FOR LDSBA USE ONLY</b>	
Postmark Date	_____
Membership Verified	_____
Payment Enclosed	_____
Booth Assignment	_____

# REGULATIONS GOVERNING EXHIBITORS' ACTIVITIES AT THE LDS BOOKSELLERS ASSOCIATION CONVENTION

**ELIGIBILITY:** The LDS Booksellers Association (LDSBA) reserves the right to determine the eligibility of any exhibit for inclusion in the convention, either before or after the proper execution of this contract. All products displayed must be related and/or applicable to the LDS books and products market.

**GENERAL:** The LDS Booksellers Association shall have full power in the interpretation and enforcement of all rules and regulations governing exhibitors. All matters and questions not covered by regulations shall be subject to final judgment and decision of the LDSBA. All exhibitors and attendees must be 14 years of age or older to participate.

**TO RESERVE EXHIBIT SPACE: APPLICATIONS/CONTRACTS CANNOT BE HAND DELIVERED.** Complete and return this application/contract along with the required fees, as applicable, via US mail, to be eligible for the exhibitor placement. All application/contracts will be date recorded by the postmark date. This application/contract is the only means by which space may be requested and then reserved. **No partial payments will be accepted.** All contracts must be RECEIVED by **April 17, 2010** to be included in the original exhibitor placement. After that date, all booth spaces will be filled, based on availability and on a first-come, first-serve basis. There is no sharing of booth space.

**COSTS/PHYSICAL FEATURES:** \$425/per booth space

Booth spaces are 10'x10' with two tables (4', 6' and/or 8' available), two chairs, one waste basket and back and side draping. Back draping will be in BLACK and WHITE (alternating) and side draping will be BLACK.

**Booth features:** The backdrop is 8' high and the dividers between booths are 3' high. The following rules apply to all single and center in-line (contiguous) booths: No display placed against the backdrop at its full height may extend more than 4' into the booth at that height. (see diagram enclosed)

**End Caps:** An exhibitor using both spaces of an end cap must adhere to the following rules: the backdrop can be 8' in height for a distance of 8' in width. The 6' on either side of the backdrop must not exceed the 3' height restriction. (see diagram enclosed)

**Four or more booths:** The same rules apply for back to back booths as with the end caps. Only 8' of the center back section will be draped. The remaining 6' on either side must remain at the 3' height. If the four or more booths are in-line booths, then the back draping will be at the full height for the full length of the booth spaces being assigned. However, the sides will follow the same rules as the end cap and individual booth spacing. The front 6' on either side of the booth cannot extend above the 3' draping height. (see diagram enclosed)

**Spanning an aisle:** Aisle spanning is not offered.

**All booths:** All tables must be draped. Display on table not to exceed 4' height. The exhibitor is responsible for draping any exposed, unfinished sides of the display in order to present an attractive overall exhibit. Failure to comply with this rule will result in the LDSBA instructing the decorator to drape the exposed area and to charge the exhibitor. Materials used to construct the booth may not exceed the 3' height in the front of the booth. Materials used within the booth for display purposes are not restricted by height requirements. Materials constructed for placement within the booth must be fireproof or sprayed by a fire retardant. A Fire Marshall will be checking the displays.

**REFUNDABLE DEPOSIT:** The required \$100 deposit will be refunded in whole or in part 30 days following the show's closing, depending upon compliance to the rules of the contract. The deposit can be applied to the upcoming years dues, if so indicated on the contract.

**ASSIGNMENT OF BOOTHS:** Booth assignments will be determined on April 19, 2010, and will be based upon exhibitor points and availability of space. Placement will be conducted by members of the LDSBA Board of Directors in the presence of the Executive Director. The LDSBA reserves the right to relocate or reassign booths as they deem necessary. After April 19th, booth spaces will be assigned on a first-come, first-served basis, as long as space remains.

**PAYMENT:** All applicable fees are due upon signing of this application/contract. Failure to receive the aforementioned fees (**booth money plus deposit**) with the contract will result in the exhibit space not being assigned, and the application/contract will be returned. An NSF check will result in a \$25 returned check charge and loss of booth assignment. When both the check and the return check fee have been satisfied, the exhibitor will be added to the bottom of the waiting list. Membership dues in LDSBA must be current.

**ATTORNEY FEE:** In the event the LDS Booksellers Association shall prevail in any legal action brought by either party to enforce the terms hereof or relating to the agreements and conditions hereof, LDSBA shall be entitled to all costs incurred and receive payment for legal fees in connection with such action.

**REFUND FOR CANCELLATION:** If written cancellation is received by the LDSBA prior to June 1, 2010, a refund of the payment for space requested will be made as long as the LDSBA is able to resell the space. Cancellations received after June 1, 2010 are non-refundable. The \$100 deposit is not refundable when a cancellation is received, regardless of date of cancellation.

**ADVANCE SHIPMENT OF MATERIALS:** If you are having any materials sent in advance, please complete the service packet you will receive in May from JP Display. Please allow ample time for your goods to arrive. There will be no storage at the South Towne Exposition Center. Make all storage arrangements with JP Display. WWW.JPDISPLAY.COM

**SELLING RESTRICTIONS:** All business activities, circulars, advertising matter, etc., may only be conducted and/or distributed within the 10'x10' exhibit space assigned to the exhibitor. **Such materials may not be distributed in other areas of the convention nor can any materials decorate bathrooms, walls, pillars etc.** Taking orders anywhere other than in the assigned exhibit space is strictly prohibited. Selling of display products is permissible, however, no products are to be removed from the exhibit hall until after 5 o'clock on Friday. Extraordinary aural presentation and the use of audio, visual and other sound equipment is permitted only in the assigned exhibit space and will require the **use of an individual headset.** Violators may lose their right to exhibit with LDSBA. Handouts and complimentary materials are intended for the retail buyers. It is inappropriate for one vendor to ask for or expect another vendor to provide them with any "free products."

## REGISTRATION AND BADGES

Exhibitor badges will be provided for all exhibitors' personnel, 15 badges per booth space at no charge. PLEASE preregister personnel, guests, etc., on space provided on this contract. (Use additional paper if needed.) Submission of additional preregistered names will be accepted UNTIL July 15, 2010. All name badge requests received after this date will be charged \$5 per badge. Replacement name badges, including those which are lost or left-behind, must be made at the registration desk at a cost of \$5 each. **Name badges will NOT be mailed in advance.** They will be included in the registration packet you will receive when you come for your booth set-up. **Each exhibitor is encouraged to pick up their packet on one of the set-up days, to avoid a possible wait on the opening day of the show.** All exhibitors MUST check in with the Executive Director prior to NOON on Wednesday, August 4th, to secure their booth space(s). Failure to do so could result in reassignment of the booth space(s) involved.

## SECURITY

The LDS Booksellers Association will not be responsible for the loss or damage to any materials or merchandise and urges the exhibitors to exercise normal precautions to discourage loss or damage due to theft or any other cause.

## NON FLAMMABLE MATERIALS

You may use any type of display materials you wish as long as they are FIREPROOF and safe. Materials may be subjected to testing. **No helium balloons are permitted at any location** within the Exposition Center.

**MOVE IN, MOVE OUT, SHOW HOURS, AND CHECK IN POLICY ARE PROVIDED IN THE ENCLOSED BOOKLET. PLEASE RETAIN FOR YOUR INFORMATION.**

## DISCLAIMER: BE ADVISED

Products shown at the LDSBA convention are not sponsored or approved by the LDS Booksellers Association. Exhibitors and/or the company they represent assume liability for all legal fees incurred in prosecution of any kind or in violation of copyright laws. The LDSBA reserves the right to reject any product(s), goods, services, ideas or exhibitors/attendees who conduct themselves in a manner which is not in keeping with the standards and best interest of the association. The LDSBA reserves the right to determine eligibility for booth space at the convention should a product(s) have multiple distributors. The LDSBA assumes no liability to any exhibitor, company or attendee due to acts of God, strikes, work stoppages, fires, accidents, postal delays, or any other circumstances above and beyond the control of the LDSBA. Under no circumstances does the LDSBA assume direct or indirect liability to any exhibitor over and above the refundable deposit of \$100.