

MARYLAND ASSOCIATION OF REALTORS®

2010 Annual Conference & Tradeshow

Application for Exhibit Space

(please print)

MAR USE ONLY

Please reserve an exhibit booth(s) for our company at the Maryland Association of REALTORS® (referred to herein as MAR) Annual Conference & Tradeshow to be held September 13,14,15, 2010. The 45,400 square foot tradeshow facility is located in Exhibit Hall A & B on the first floor of the Roland E. Powell Convention Center in Ocean City, Maryland.

We agree to abide by the TERMS and CONDITIONS which are printed on the back and made a part of this CONTRACT.

Company Website Address (As it will appear on the Exhibitor's sign) (To link to our conference website)

Name E-mail address

Address

City State Zip

Phone Number Fax Number

Describe services or product for conference program

Please select five (5) booth choices. Booths sell quickly and your first choice may not be available.

EXHIBIT BOOTHS (ALL 10' X 10')

Table with 3 columns: 2010 Booth Prices, Until Nov. 2, 2009, After Nov. 2, 2009. Rows include End/Corner/Prime Booth and Inside Booth.

If you purchase more than one booth, deduct \$100 from your second booth.

BOOTH PAYMENT MUST ACCOMPANY THIS CONTRACT.

Number of booths desired (including type: such as end/corner/prime or inside) TOTAL ENCLOSED \$

Booth preference (s) 1. 2. 3. 4. 5.

CANCELLATION POLICY - If this contract is cancelled prior to August 13, 2010, a refund will be made, less \$100 cancellation fee and NO REFUNDS will be made after this date. All cancellations must be in writing. I/we have read and understood the Terms and Conditions as set forth by MAR and agree to abide by all Terms and Conditions as contained in these pages.

Signature Date

PAYMENT METHOD: If paying by credit card, FAX form to 443-716-3511. All others, register by mail to MAR, 200 Harry S Truman Parkway, Suite 200, Annapolis, MD 21401

- Check made payable to MAR VISA MASTERCARD DISCOVER AMEX

Card Number Exp. Date

Cardholder's Name Authorized Signature

FOR MAR USE ONLY: Date Received Amount Received Check #

# Maryland Association of REALTORS®

## 2010 Annual Conference & Tradeshow - Terms and Conditions

- APPLICATION AND ELIGIBILITY:** It is understood that MAR reserves the right to reject a request for booth space subject to prior commitments and the right to assign booths at its discretion. MAR further reserves the right to decline and prohibit exhibits not approved by them. All aisle space in the Exhibit Hall belongs to MAR.
- EXHIBITOR IDENTIFICATION (BADGES):** Included in the cost of the booth rental are up to four (4) exhibitor badges. **EXHIBITORS MUST WEAR THEIR BADGES AT ALL TIMES.**
- EXHIBIT HALL HOURS/STAFFING OF BOOTHS:** Exhibit booths must be staffed during Exhibit Hall hours. Exhibitor badges and event tickets are required for entrance into the Grand Opening Cocktail Party and Exhibit Hall Brunch. Additional tickets may be purchased prior to the Conference or On-Site.  
**The tentative schedule for the exhibit hall is as follows:**
  - Monday, September 13, 2010, 4:30–7:30 PM**  
(Exhibitors may enter the Grand Opening Cocktail Party in the Exhibit Hall 1/2 hour before attendees)
  - Tuesday, September 14, 2010, 7:00 AM–2:00 PM & 3:30–6:00 PM**
  - Wednesday, September 15, 2010, 10:00 AM–1:00 PM**  
(with Exhibitor refreshments available 1/2 hour before the Exhibit Hall Brunch in the Exhibit Hall)**A FINAL SCHEDULE WILL BE FORWARDED 6–8 WEEKS PRIOR TO SHOW.**
- LOCATION OF TRADESHOW:** Booths will be erected in Exhibit Hall A & B at the Roland E. Powell Convention Center, 1st floor.
- INSTALLATION OF BOOTHS:** Installation hours for exhibits are  
**Monday, September 13, 2010, 8:00 AM–2:00 PM.**  
**ALL EXHIBITS MUST BE SET UP BY 2:00 PM.**
- FAILURE TO OCCUPY:** Any space not occupied by **2:00 PM, Monday, September 13, 2010** shall be forfeited by the Exhibitor and space may be resold, reassigned, or used by MAR or Exhibit staff, without refund, unless a request for delayed occupancy has received prior approval.
- DISMANTLING OF EXHIBITS:** No exhibitor may dismantle prior to the close of the show at **1:00 PM** on Wednesday, September 15, 2010. Dismantling prior to the close of the show will jeopardize your ability to contract space for the following year.
- SCHEDULE CHANGES:** MAR further reserves the right to alter the time to agree with changes in schedules.
- BOOTHS AND FURNISHINGS, EQUIPMENT AND SERVICES:** A uniform style Exhibit Booth will be furnished consisting of draped material on aluminum framework with backdrop 8' high, side rails 42" high, one skirted 6' table with two chairs per booth, identification sign, one wastebasket and one electrical outlet. Exhibit displays must not project so as to obstruct the view of the adjacent booths. Booths are 10' wide and 10' deep.  
Exhibitors, per booth purchased, will receive four admissions for all three days for Exhibit Booth staffers, a free cyber advertisement, link to company website from MAR conference website, four tickets to the Grand Opening Cocktail Party, and four tickets to Wednesday Exhibit Hall Brunch.
- EXHIBITOR HANDLING MATERIALS:** Exhibitors are welcome to transport and carry in their own materials without charge, providing delivery does not take place in advance of set-up date. Exhibitors may use the Convention Center's drayage and advanced shipment services for a fee. Such delivery shall be marked as follows:  
**Company Name**  
**C/O MARYLAND ASSOCIATION OF REALTORS®**  
**Roland E. Powell Convention Center**  
**4001 Coastal Highway**  
**Ocean City, Maryland 21842**
- ADDITIONAL EXHIBITOR SERVICES:** All other services are available eight (8) weeks prior to the conference.
- CONTROLLING ACCESS DIMENSIONS:** Door dimensions—16' wide and 14' high (if individual exhibit piece exceeds 14' high, contact Convention Center for information.) Freight elevator—40,000 lbs.
- SUBLETTING BOOTH SPACE:** Exhibitor may not assign, sublet, or apportion all or any part of contracted booth space, nor may Exhibitor permit the display, promotion, sales or marketing of non-exhibitor products or services.
- EXHIBITOR SOLICITATION:** No exhibitor advertising, personal solicitation or material distribution will be permitted to extend beyond the booth space reserved. In addition, only organizations renting booths may distribute literature. MAR reserves the right to remove or eliminate any objectionable exhibits, person(s), advertising, souvenirs, or any other feature of action which might harm or impair the high standards of the Conference of the Maryland Association of REALTORS® and the Roland E. Powell Convention Center.
- INSURANCE:** Insurance on all exhibits is at Exhibitors own expense.
- LIABILITY:** **Neither MAR, the employees thereof, the owners of Roland E. Powell Convention Center nor their representatives, nor any member of the Annual Conference Committee, will be responsible for fire, theft, damage, delay, mechanical failure, labor trouble or any cause whatsoever, while exhibits and merchandise are in transit, within the Roland E. Powell Convention Center or while being moved into or out of the Roland E. Powell Convention Center. SMALL OR EASILY PORTABLE ARTICLES OF VALUE SHOULD BE PROPERLY SECURED OR REMOVED FOR SAFEKEEPING AFTER EXHIBIT HOURS.**
- CANCELLING EXHIBITORS:** In case said premises shall be destroyed by fire or the elements, or by any other cause, or in the case of other circumstance deemed by MAR to make it impossible for the management to permit the said premises to be occupied by the said exhibitor for the uses herein specified, then and thereupon this contract shall terminate and the said Exhibitor shall and does hereby waive any claim or compensation except the pro-rata return of the amount paid for space rental, should said contract be so terminated.
- SPECIAL BOOTH CONSTRUCTION:** Special booth construction at Exhibitor's expense is permitted, but it is advisable to submit plans for such work for an approval in advance to MAR. MAR reserves the right to inspect and reject.
- NOISY OR OBNOXIOUS EQUIPMENT:** If the operation of any equipment or apparatus produces noise or vibration of sufficient volume or odors found to be annoying to neighboring exhibitors or guests, it will be necessary to discontinue such operation.
- PROTECTION OF ROLAND E. POWELL CONVENTION CENTER PROPERTY:** It shall be agreed by the individual Exhibitors and any riggers, haulers, or other contractors engaged for the purpose of moving exhibits and equipment into and out of the buildings of the Roland E. Powell Convention Center shall be compensated for any expenses incurred in repairing damages or injuries to the physical property of the Convention Center resulting from the handling or the movement of such exhibits and equipment on the premises. Nothing shall be posted on, or tacked, nailed or screwed or otherwise attached to columns, walls, floors, or other parts of the building or furniture. Anything in connection therewith, necessary or proper, for the protection of the building, equipment or furniture therein, will be at the expense of the exhibitor. See the Convention Center Manager for any assistance required in connection with this ruling.
- MISCELLANEOUS:** MAR shall have full power to make such terms and conditions for said Conference as it may deem proper and may amend same at any time, and the Exhibitor agrees to abide by each and every one thereof.




# 2010 ANNUAL CONFERENCE EXHIBIT HALL FLOOR PLAN

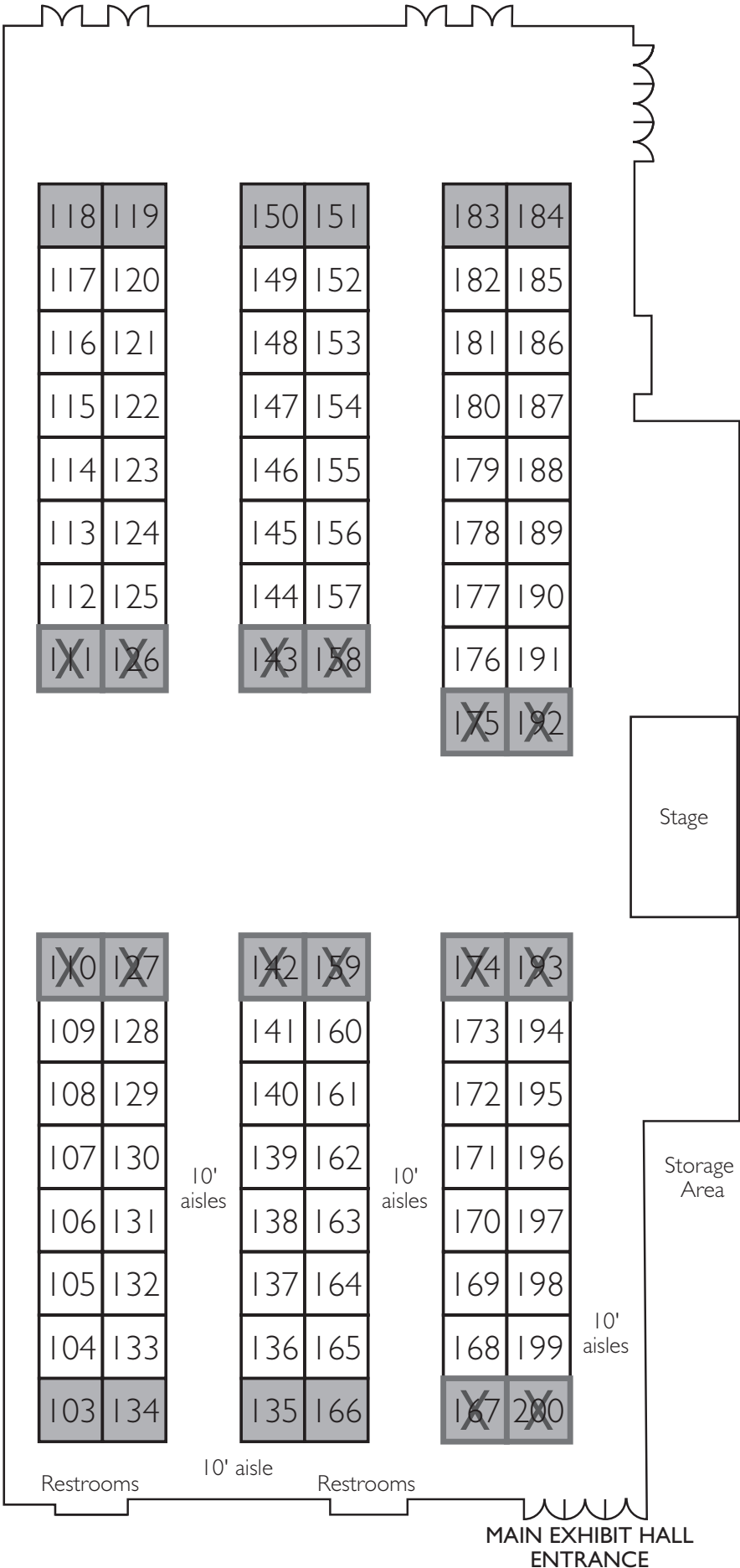
## PHASE I

Roland E. Powell Convention Center,  
Ocean City, MD

## EXHIBIT HALL A & B FIRST FLOOR

98 Booths  
10'D x 10'W

-  Booths reserved for last release
-  End/corner prime locations
-  Reserved Exhibit Booths



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