

2008 FRID Exhibit/Vendor Conditions

“Hand Across the Waters”

October 16-19, 2008

Exhibit space will be provided on first come-first served basis. Please mail your application form by September 20, 2008. After space is confirmed, you will receive an exhibitor/vendor agenda along with any other additional information on the FRID Conference schedule.

Location

FRID Conference is being held in West Palm Beach
Marriott West Palm Beach
1001 Okeechobee Blvd
Toll-free: 1-800-376-2292
(561) 833-1234 voice
561-833-4689 fax

<http://www.marriott.com/hotels/travel/pbimc-west-palm-beach-marriott/>

Exhibit Dates/Hours

Thursday – Set up exhibit area any time after 1:00P.M. (Registration starts at 4:00 P.M.)

Thursday – 4:00-9:30 P.M.

Friday – 7:45 A.M. – 9:00 P.M. (Attendee breaks at: various times; Lunch 1:00-2:20 P.M.; Dinner 5:30 P.M. - 7:00 P.M.)

Saturday – 7:45 A.M. – 7:15 P.M. (Attendee breaks at: various times; Lunch and Annual Business Meeting 12:15-3:15)

*With Silent Auction and Banquet/Entertainment, attendees will be in the area from 5:15-7:15.

Saturday – Break down of area any time after 7:15 P.M.

Exhibitors are requested to not dismantle until the exhibits are closed for the day. All storage and handling charges for failure to remove exhibit material from the exhibition room by Saturday, August 2, shall be the responsibility of the exhibitor/vendor. Security will not be provided in this area during the evening. FRID and the Hotel will not be responsible for items left in the exhibit area overnight.

Standard Exhibit

A 6 x 30” Skirted table and 2 Chairs will be provided. electrical supply is available for an additional \$25.00. Any additional requirements such as broadband, DSL, or other hookups must be negotiated directly with the hotel. If you need to rent an extension cord or any other audiovisual you can contact the hotel directly.

Space Allocation

A completed contract form accompanied by the advance payment shall be mailed to the FRID P.O. Box. Upon receipt, space will be confirmed by email. Priority for space assignments will be made based on the order the completed application forms with payment is received. Payment will be refunded if space is fully booked. FRID reserves the right to select the location of exhibitors with the understanding that it will not knowingly place competing businesses side by side.

Terms of Payment

Application for exhibit space must be accompanied with full payment, Payable to FRID and sent to

FRID
PO Box 451988
Sunrise, FL 33345-1988

The deadline for receipt of applications is September 20, 2008.

Cancellation

All cancellations must be received in writing prior to September 20, 2007. 50% of the total charge will be refunded, providing the

space can be reassigned. No refunds will be given for cancellations after September 30, 2008.

Assignment and Subletting

The exhibitor/vendor shall not assign any rights under this agreement or sublet the space without the conference management permission.

Removal of Exhibits

The exhibitor/vendor agrees to remove its display and equipment from the show site by the final move out time limit, or in the event of failure to do so, the exhibitor/vendor agrees to pay an additional charge of \$50.00 to have conference management to dismantle and dispose.

Facilities

Special efforts have been made to ensure maximum exposure of the exhibit area to the attendees. Exhibitors/Vendors will be located in Hanover I. Refreshments will also be in the exhibit area.

Promotional Materials and Signs

By request of the hotel management, nothing shall be nailed, screwed, or otherwise attached to walls, floors, columns or other parts of the building or furniture. FRID reserves the right of approval of promotional material used for posting or distribution. Exhibitors are responsible for their own signage.

Liability Insurance

FRID and the organizers do not insure equipment and all related display materials installed by exhibitors. FRID will under no circumstances take responsibility for any loss, damage, or destruction caused to equipment, goods, or property belonging to the exhibitors/vendors. The exhibitor agrees to be responsible for his property and person, and for comprehensive insurance and shall hold harmless FRID and the organizers for any and all damage claims arising from theft and those perils usually covered by a fire and extended coverage policy.

Selling Products and Services

Selling and order taking may be done in the exhibit area.

However, the exhibitor/vendor will make his own arrangements for maintaining any stocks of products available. A limited supply may be kept in the booth area and FRID reserves the right to restrict the supply to a reasonable amount. The exhibitor/vendor is responsible for collecting sales tax and reporting, under no circumstances is FRID to be held responsible for any sales tax issues with the State of Florida.

Shipping Information

FRID is not liable for any receiving charges imposed by the conference hotel; Exhibitors should make prior arrangements with the hotel for any charges that may incur.

Marriott West Palm Beach is not liable for personal property left unattended in exhibit area. Removal of your property is strictly your responsibility. Any packages left in meeting rooms on move-out day will be disposed of. Should you need to send material to the hotel prior to Thursday, October 16, 2008, please use the address under “location”.

NSF Checks

In the event that the exhibitor’s check is returned by a bank due to insufficient funds, a \$50.00 administration fee will be charged to the exhibitor/vendor. The exhibitor/vendor must arrange for full payment plus the \$50.00 fee in certified funds before the conference or will not be allowed to exhibit at the conference.

www.fridcentral.com
Conference Chair
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