

EXHIBITOR/VENDOR AGREEMENT

SAN DIEGO REGIONAL CLEAN FUELS COALITION (SDCFC)
San Diego Alternative Fuels Education Day 2009

Town and Country Resort and Convention Center * San Diego, CA * November 21, 2009

1. Exhibitor/Vendor agrees that there will be a minimum of **one** company representative present at each booth at any given time.
2. Exhibitor/Vendor understands and agrees that the exhibit space will be assigned at the sole discretion of SDCFC. SDCFC will assign space on a first-come, first-served basis.
3. Exhibitor/Vendor agrees to accept relocation in other exhibit space of comparable area should such relocation become necessary for causes beyond the SDCFC's control or advisable at the discretion of SDCFC.
4. There is no Official Service Contractor for this event. At-show services will be limited to those provided by the Exhibitor/Vendor will be solely responsible for arranging necessary services and for payment of any fees due the Town and Country Resort and Convention Center for services rendered. Exhibitor/Vendor can employ your own show service contractor(s) as appropriate. Contact the Town and Country Resort and Convention Center at 619-908-5010.
5. Exhibitor/Vendor will be solely responsible for arranging furniture, audio-visual rental, and electrical services with the appropriate contractor and for payment of all fees due these contractors for services rendered.
6. The exhibit registration fee for each booth or static display space is \$100, payable to **San Diego Clean Fuels Coalition** by November 6, 2009. The required fee is to be paid at the time of submission of this Agreement, and mailed to the **San Diego Clean Fuels Coalition, PO Box 81283, San Diego, CA 92138-1283**. No booth or display space will be assigned without accompanying payment. No exhibits will be allowed to set-up unless paid in full prior to the event.
7. Any cancellations must be in writing. Booth or display space fees will be 100% refunded if received in writing prior to November 6, 2009. No refunds will be given for cancellations received after November 6, 2009.
8. All exhibits must be in place by 9:45 am on Saturday, November 21, 2009. Dismantling may not begin before 3:00pm the same day.
9. All commercial, exhibit activity must be confined to the prescribed exhibit and display area and will not interfere with the educational components of the Event. Collateral materials, brochures cannot be placed on any tables outside of the exhibit area.
10. Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, and defend, and hold harmless the San Diego Regional Clean Fuels Coalition (SDCFC) and its respective employees, volunteers, contractors and agents against all claims, losses, and damages to persons or property, governmental charges or fines, and attorney fees arising out of, or caused by Exhibitor's/Vendor's installation, removal, maintenance, occupancy, or use of the exhibit area or a part thereof.
11. Exhibitor/Vendor maintains sufficient liability insurance that covers all potential problems during the exhibit. In addition, Exhibitor/Vendor acknowledges that the SDCFC and the Town and Country Resort and Convention Center do not maintain insurance covering Exhibitor's/Vendor's property and that it is the sole responsibility of the Exhibitor/Vendor to obtain insurance covering such losses.
12. This Agreement will be effective upon acceptance by SDCFC. A signed copy of the Agreement will be returned to the Exhibitor.

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PLEASE TYPE OR PRINT

Exhibiting Company (list exactly as it should appear in all listings of exhibitors):

Firm _____

Address _____

City, State, Zip _____

Contact Person:

Name _____ Title: _____

Phone _____ Fax _____ Email _____

All correspondence will be with the person listed above. The contact person is responsible for forwarding all materials to agents and/or representatives.

Signature: The exhibitor agrees to abide by all terms, conditions, and regulations as set forth in this Agreement and in the Rules and Regulations.

Signed _____ Date: _____

Exhibit Space Request:

- _____ Exhibit space with a standard dimension of 10'x10' for static booth, or
- _____ Exhibit space with a standard dimension of 20'x20' for static **vehicle** display.
- _____ Standard 110 V power will be made available upon request. Please specify additional requirements below

Exhibit space will be assigned by the SDCFC on a first-come, first-served, space-available basis. This request does not guarantee location.

\$100 Registration Fee: Registration Fee applies to each Exhibitor/Vendor, and is not based on number of exhibit spaces. Full payment must be submitted with this Agreement. Send completed Agreement and payment to the **San Diego Clean Fuels Coalition, PO Box 81283 San Diego, CA 92138-1283**. Make check payable to **San Diego Clean Fuels Coalition**. **Note:** No space will be assigned without accompanying payment. No exhibits will be allowed to set up unless paid in full by the deadline below.

By COB November 6, 2009
_____ \$100 as full payment per exhibit area

Become a SDCFC Corporate Member
If not already a SDCFC member, 100% of Registration Fee can be credited toward a new membership application

SDCFC OFFICE USE ONLY

Accepted and agreed to: _____

Payment Received: _____ Booth Number(s): _____

PLEASE READ EXHIBITOR/VENDOR AGREEMENT. MAINTAIN COPY FOR YOUR RECORDS.