



# 2018 Exhibitor Agreement & Booth Registration Packet

## BOOTH INFORMATION

**Booth Size:** A standard booth is 10' x 10' and includes: traditional pipe and drape with 8' backdrop and 3' sides, 6' table w/ skirting, 2 chairs, 1 small trash bin, 1 Exhibitor ID sign. Other rentals are available at an additional cost.

**Multiple booths:** Exhibitors may purchase more than one booth. Please see the multiple booth rates section on page 3 of this document.

**Booth Sharing:** To share a booth space, please fill out the appropriate section of your registration form. An additional charge of \$200 will apply per booth. Payment in full by both parties is required by November 21, 2017 or the space will be forfeited. Both parties must complete and submit an Exhibitor Registration Form.

## CONTACT INFORMATION:

U.S Wine & Beverage Expo  
Presented by Wine Industry Network  
155 Foss Creek Circle, Healdsburg, CA 95448  
Phone: Nick Young, 707-433-2557 x100  
Email: [info@usbevexpo.com](mailto:info@usbevexpo.com)  
Fax: 707-433-2551

## ASSIGNMENT OF SPACE

Booth space will be assigned on a first come, first serve basis.

**Official Floor Plan:** The U.S. Wine & Beverage Expo reserves the right to reassign exhibit space and revise the floor plan as needed, without prior notice.

Please fax your completed Registration Form to 707-433-2551 or Scan and Email to: [info@usbevexpo.com](mailto:info@usbevexpo.com)

You will be notified via email that we have received your registration form. If you have not received your email confirmation within 1 week, please contact us.

Web:  
[www.usbevexpo.com](http://www.usbevexpo.com)  
[www.facebook.com/usbev](http://www.facebook.com/usbev)  
[www.twitter.com/usbev](http://www.twitter.com/usbev)  
[www.instagram.com/usbev](http://www.instagram.com/usbev) #USBevX @USBevX

# 2018 Exhibitor Agreement



## DATE & LOCATION

February 21-22, 2018  
(1-Day Trade show on Feb. 22)

Marriott Wardman Park Hotel  
2660 Woodley Rd NW  
Washington, D.C. 20008 USA

## CANCELLATION / REFUND POLICY

Exhibitor cancellations must be submitted in writing via email or postmarked to the attention of Nick Young, by the following dates to receive a refund.

Sept. 21, 2017 Within 150 days = 50% of payment refunded  
Oct. 21, 2017 Within 120 days = 25% of payment refunded  
Nov. 21, 2017 Within 90 days = No Refunds Available

No refunds will be made for cancellations made within 60 days of the Expo. Wine Industry Network & USBevX are not responsible for notices that are not received. Submit cancellations in writing to:

[info@usbevexpo.com](mailto:info@usbevexpo.com) or U.S. Wine & Beverage Expo, 155 Foss Creek Circle, Healdsburg, CA 95448

## EARLY BREAKDOWN / VACANT BOOTHS

Any exhibiting company that dismantles or vacates their booth space prior to 5:00pm, or any booth space that is not occupied before 9:59am on the day of the show, will forfeit that company's priority status, and will not be allowed to participate in the early registration process the following year.

USBevX can opt to reassign the booth space at their sole discretion.

## WINE INDUSTRY NETWORK MEMBER - BOOTH DISCOUNT AGREEMENT

Discount Booth Pricing is only available to WIN Members who have annual, active member profiles in "good standing". Member Exhibitors that are not in "good standing" will not be allowed to exhibit without bringing their WIN account to an "Active" status at least 180 days before USBevX and must also remain "Active" throughout USBevX or by paying the difference of non-member "standard" booth fees.

## SHIPPING/RECEIVING:

Wine Industry Network / USBevX shall not be responsible for damage to uncrated materials; materials improperly packed or concealed damage. Wine Industry Network / USBevX shall not be responsible for loss or disappearance of any crated or uncrated materials that are improperly marked and without company identification, or items and materials left in booth or on the premises without prior consent and written agreement.

## ACCEPTANCE OF TERMS AND SIGNATURE

*The undersigned, hereinafter, "Exhibitor", hereby applies to Wine Industry Network, LLC, hereinafter, "WIN", for the use of exhibit space at the 2018 U.S. Wine & Beverage Expo at the Marriott Wardman Park Hotel, on February 21st and February 22nd, 2018 and, upon acceptance of this registration form, agrees to pay the fees specified herein and be bound by the terms and conditions set forth in this document, including requirements for Certificate of Liability Insurance and Additional Insured Endorsement.*

Legal Entity Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Job Title: \_\_\_\_\_

# 2018 Exhibitor Registration Form



## PROGRAM GUIDE LISTING (FOR ONLINE EXHIBITOR LIST AND PROGRAM GUIDE)

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip: \_\_\_\_\_  
Company Phone: \_\_\_\_\_ Company Email: \_\_\_\_\_  
Company Website: \_\_\_\_\_

## PRIMARY BOOTH CONTACT (FOR BOOTH / BILLING / ETC.)

Name: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

## SALES CONTACT (FOR EXPO SALES MATERIALS)

Name: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

PLEASE PROVIDE A SINGLE POINT OF CONTACT FOR EACH, WE WILL NOT ACCEPT INFO@ CONTACT@ OR "GROUP" EMAIL ADDRESSES DUE TO SPAM TRAPS.

## DESCRIBE YOUR COMPANY

Please provide up to 5 keyword tags that describe your company, product or service (i.e. corks, barrels, bottles, design, etc.)

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Booth Choices #1: \_\_\_\_\_ Choice #2: \_\_\_\_\_ Choice #3: \_\_\_\_\_ Choice #4: \_\_\_\_\_



## SINGLE BOOTH RATES

- Standard 10' x 10' booth = \$1250
- WIN Member** 10' x 10' booth = \$1125
- Send me sponsorship / advertising info.

## MULTIPLE BOOTH RATES

Standard	WIN Members
Double = \$2500	Double = \$2250
Triple = \$3750	Triple = \$3375
4-Square = \$5000	4-Square = \$4500

## BOOTHS INCLUDE:

- (1) 6' Table w/ Skirt
  - (2) Chairs
  - (1) Trash Bin
  - (1) Exhibitor ID Sign
- [See the full list](#)

My total number of booths: \_\_\_\_\_

Sharing a booth (Add \$200) Sharing with? \_\_\_\_\_

List up to 5 of your competitors, by name, that you DO NOT wish to be adjacent to: \_\_\_\_\_

## 50% DEPOSIT DUE UPON REGISTRATION · FULL AMOUNT DUE BY 11/21/2017

*\*Note: If paying by credit card, the remaining balance will be automatically charged on Nov. 21, 2017*

## PAYMENT INFORMATION

Pay Half Now = \$ \_\_\_\_\_ Pay in Full = \$ \_\_\_\_\_

Credit Card #: \_\_\_\_\_

Expiration: \_\_\_\_\_ Name on Credit Card: \_\_\_\_\_

Billing Address: \_\_\_\_\_ City: \_\_\_\_\_

State/Province: \_\_\_\_\_ Zip: \_\_\_\_\_ Check Enclosed - Check # \_\_\_\_\_

## CHECKS PAYABLE TO

Wine Industry Network, 155 Foss Creek Circle, Healdsburg, CA 95448

fax: 707-433-2551