

2011 BuildingEnergy Conference Trade Show
 Seaport World Trade Center, Boston, MA
 March 9-10, 2011 (Setup March 8, 2011)

Date Submitted _____

This agreement covers rental of exhibit space. The organization or company listed below, through the action of the undersigned representative, hereby reserves space as stated and agrees to all terms and conditions set forth in this contract and the attached CONDITIONS OF CONTRACT. A 100% non-refundable deposit must accompany this contract. The deadline for registering as an exhibitor is February 18, 2011. You will not be able to set up if payment is not received on or before this date. Tradeshow floorplan will likely sell out before this date.

Organization _____	Authorized by _____
Address _____	Signature _____
City _____	Setup Contact _____
State _____	Email _____
Zip _____	Phone _____
Website URL _____	Fax _____

Standard Booth \$22.00/sq.ft.
 Nonprofit Booth \$10.00/sq.ft. 10x10 only - *Must provide 501c3 number.*

Standard Booth

_____ ft x _____ ft = _____ sq. ft. x \$22.00/sq.ft. = \$_____

Nonprofit Booth

10 ft x 10 ft = 100 square feet x \$10.00/sq.ft. = \$_____

NESEA Business Level Membership Discount - **\$150** = \$
 (Membership must be current in March 2011)
 To take this discount, enroll or renew now at www.nesea.org.

Early Bird Discount - **\$100** = \$
 (If Contract Complete and Paid by 11/5/10)

Total Amount Due \$_____

Payment

Visa _____ MasterCard _____ American Express _____
 # _____ - _____ - _____ - _____ Exp _____/_____

SUBMIT PAYMENT BY FAX TO 413-774-6053 Attn: Jenny Spencer OR BY PHONE 413-774-6051 X25
 PAY BY CHECK MADE OUT TO NESEA, MAIL TO: 50 MILES ST., GREENFIELD MA 01301



NESEA BuildingEnergy11

Booth Type	20' x 20'	10' x 20'	10' x 10'	10'x10' Nonprofit
Exhibit Space	Island Booth with: 6' Skirted Table 2 Chairs Wastebasket ID Sign	Draped Booth with: 6' Skirted Table 2 Chairs Wastebasket ID Sign	Draped Booth with: 6' Skirted Table 2 Chairs Wastebasket ID Sign	Draped booth limited to 1000 row 6' Skirted Table 2 Chairs Wastebasket ID Sign
Booth Staff	Maximum: 10 Must Pre-Register	Maximum: 10 Must Pre-Register	Maximum: 10 Must Pre-Register	Maximum: 10 Must Pre-Register
Lead Retrieval	Available through AET on the Trade Show Floor. Not included in exhibit package.	Available through AET on the Trade Show Floor. Not included in exhibit package.	Available through AET on the Trade Show Floor. Not included in exhibit package.	Available through AET on the Trade Show Floor. Not included in exhibit package.
Web Exposure \$295 Value	Company listing with live link (If contract and payment received before 2/18/11)	Company listing with live link (If contract and payment received before 2/18/11)	Company listing with live link (If contract and payment received before 2/18/11)	Company listing with live link (If contract and payment received before 2/18/11)
Onsite Exhibitor Directory	Listing if contract and payment received before 2/18/11	Listing if contract and payment received before 2/18/11	Listing if contract and payment received before 2/18/11	Listing if contract and payment received before 2/18/11
Invitation to Attend (60,000 circulation)	Listing if contract and payment received before 11/12/10	Listing if contract and payment received before 11/12/10	Listing if contract and payment received before 11/12/10	Listing if contract and payment received before 11/12/10
Trade Show Passes for Thursday, March 10	25 Free Passes – A promocode will be provided.	25 Free Passes – A promocode will be provided.	25 Free Passes – A promocode will be provided.	25 Free Passes – A promocode will be provided.
Conference Attendee List	One time use. Provided by email one month post conference.	One time use. Provided by email one month post conference.	One time use. Provided by email one month post conference.	One time use. Provided by email one month post conference.
Conference Registration	Not included in exhibitor package. Included in some sponsorship packages. Please contact NESEA for details.	Not included in exhibitor package. Included in some sponsorship packages. Please contact NESEA for details.	Not included in exhibitor package. Included in some sponsorship packages. Please contact NESEA for details.	Not included in exhibitor package. Included in some sponsorship packages. Please contact NESEA for details.

TRADE SHOW TIMES

SETUP ONLY Tuesday March 8 1:00 PM - 8:00 PM
 Exhibit Hours Wednesday March 9, 10:30 AM - 6:30 PM
 Exhibit Hours Thursday March 10, 10:00 AM - 4:00 PM
 BREAK DOWN Thursday March 10, 4:00 PM - 8:00 PM

Set up and dismantling can occur only during the times noted above. The exhibitor is responsible for the installation, demonstration and dismantling of displays. These times are subject to change and will be confirmed via e-mail as the show approaches.

Note: Set up will NOT be allowed on Wednesday morning before the Exhibit Floor opens.

Please Fax completed contract to 413•774•6053

PAYMENT DEADLINE AND CANCELLATION

Payment of 100% of the total sum will be due upon receipt of the contract and is non-refundable.

DISPLAY SPECIFICATIONS

- Displays must conform to the size of the space reserved.
- No display may protrude into the aisle or be in excess of 3 feet high between booths.
- No display shall exceed 12 feet in height without permission from NESEA.
- No booths may interfere with direct visibility of an adjoining display.

DRAYAGE / ELECTRICAL / CARPET / LABOR

The exhibitor is responsible for arranging for any CARPET, additional furnishings, electrical or internet needs and/or drayage. An Exhibitor Kit will be provided to you via email prior to the show.

TRADESHOW TIMES

Set up and dismantling can occur only during the times noted on page 1. The exhibitor is responsible for the installation, demonstration and dismantling of displays. These times are subject to change and will be confirmed via e-mail as the show approaches.

ADDITIONAL CONDITIONS

The Northeast Sustainable Energy Association (NESEA) shall not be responsible for loss, damage or injury that may occur prior to, during or subsequent to the period covered in the exhibit contract. The exhibitor, on signing the contract, expressly releases NESEA from and agrees to indemnify same against any and all claims for such loss, damage or injury, including vehicles.

No alteration or variation of terms of this agreement shall be valid unless made in writing and signed by NESEA.

If an exhibitor defaults on any of the terms or conditions of this agreement, NESEA has the right to immediately occupy the space of the defaulting exhibitor and use it as deemed appropriate. The exhibitor shall pay all sums due the exhibition under this agreement and all costs and expenses of legal counsel employed by NESEA if such services are necessary.

In the event of an emergency, NESEA reserves the right to revoke the privileges stated above without liability except for the refund of the exhibitor's payment up to that time.