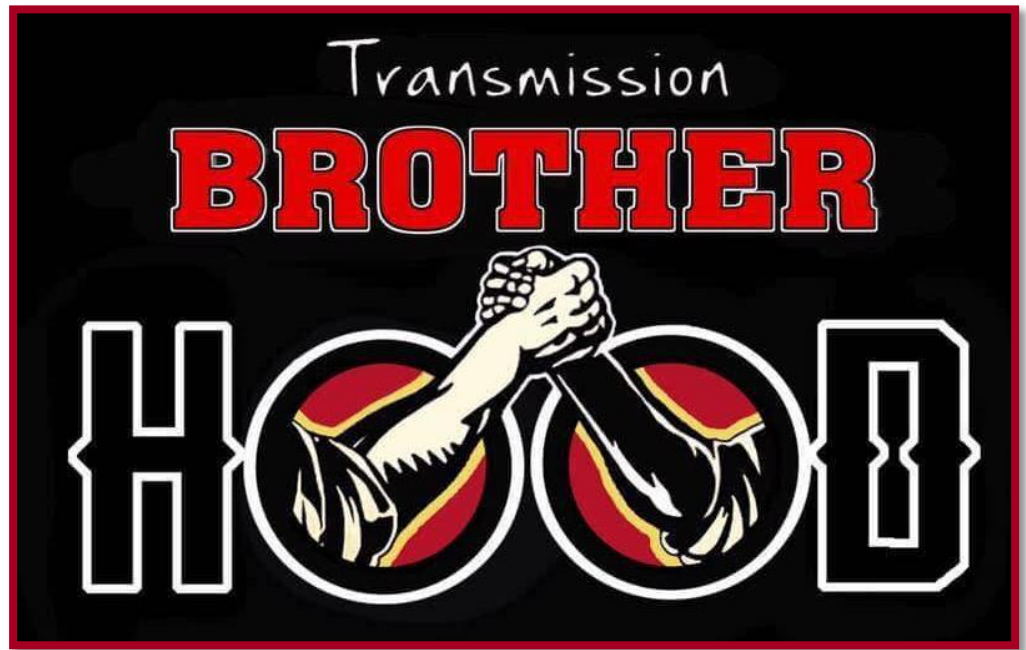


# Transmission Brotherhood HANDS-ON Training Event

June 4<sup>th</sup> - 7<sup>th</sup>

LOCATION

SIU  
Southern  
Illinois  
University  
CARBONDALE



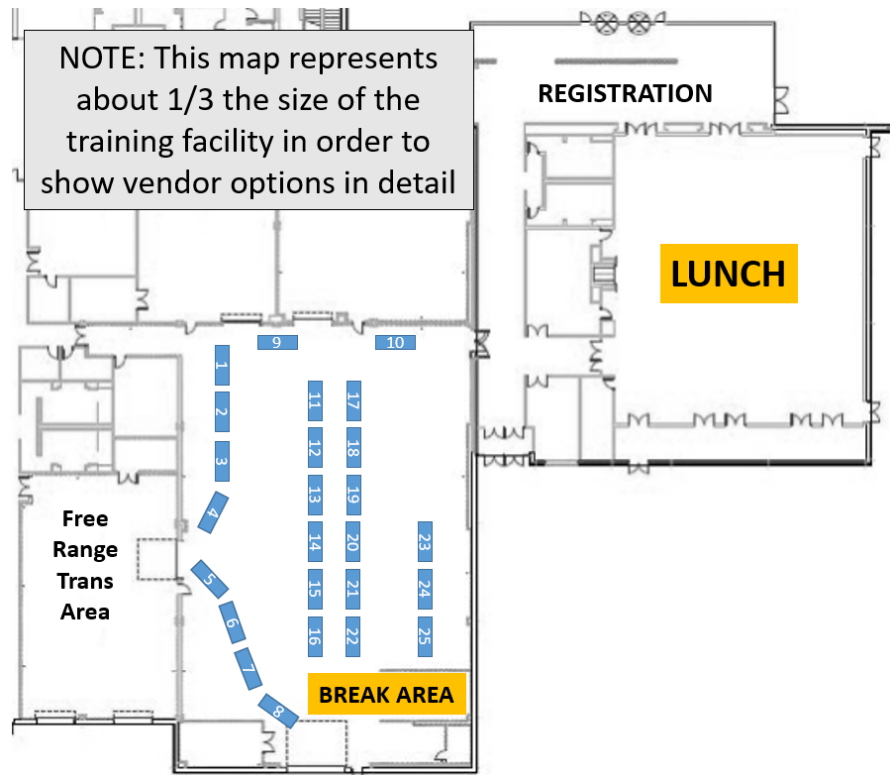
## VENDORS/SPONSORS:

At this show, you have a unique opportunity to display and demonstrate your product on various transmissions. This is a hands-on event which means the attendees can touch-feel-perform with your products.

SIU can set up tables, chairs, and provide basic electrical and access to wifi. If you need 220v 1/3 phase, please request.

The **free-range area** will have various units available to demonstrate and explain your products. The coffee, snacks, and refreshment area is also located next to the vendor displays, so you're sure to have attendees' browsing your products.

During lunch, we will use our dual projectors to display vendor content throughout all three lunches.



# EXHIBIT SPACE AGREEMENT

June 4<sup>th</sup> through the 7<sup>th</sup>

**1. PARTIES.** The parties to this Agreement are the SIU Automotive Technology and The Transmission Brotherhood, its employees, representatives and members, hereinafter called "Training Producer," and any corporation, partnership or individual, its officers, agents, representatives and employees entering into this Agreement, hereinafter called "Exhibitor."

**2. AGREEMENT.** The Exhibitor agrees to rent from Training Producer and Training Producer agrees to rent to the Exhibitor, exhibit space in the Hands-on Training Event at the location, rental rate and times specified in the Hands-on Training Event Invitation to Exhibit brochure.

**3. APPLICATION & PAYMENT.** Potential Exhibitors must apply for exhibit space on the Exhibit Space Application form provided by Training Producer. The completed Application must contain all of the information requested, be executed by an individual who has authority to act for the applicant, and be accompanied by a non-refundable deposit in the amount stated on the Application form.

The balance of the exhibit space rental must be paid in full by May 1<sup>st</sup>. Space not paid in full by that date may be canceled without refund and/or be reassigned, at the option of Training Producer.

**4. ELIGIBILITY.** Any producer or supplier of equipment, products, or services whose exhibit will enhance the purposes of the Hands-on Training Event may apply for exhibit space. The Exhibitor agrees that the display will be substantially the same as that described on the Application for Exhibit Space. Training Producer reserves the right to reject any Application or to limit the amount of exhibit space rented to any one Exhibitor.

**5. ASSIGNMENT OF SPACE.** Assignment of exhibit space shall rest solely with Training Producer based on the character of the proposed exhibits and individual Exhibitor requirements and preferences. Booth space will be determined on a first come, first served basis. Assignments not rejected by the Exhibitor in writing within fourteen (14) days from the date of notification of assignment shall be presumed to be accepted by the Exhibitor and may not be thereafter rejected without the approval of Training Producer.

**6. CANCELLATION.** If Hands-on Training Event is canceled or relocated due to circumstances within Training Producer's direct control, Training Producer's liability shall be limited to a refund of fees paid to Training Producer by the Exhibitor. If Hands-on Training Event is relocated due to circumstances beyond Training Producer's control, Training Producer shall have no liability whatsoever but may, at its discretion, refund any fees paid by the Exhibitor. If Hands-on Training Event is canceled due to circumstances beyond Training Producer's control, Training Producer shall have no liability whatsoever but will refund fees paid to Training Producer by the Exhibitor, less any and all legitimate expenses incurred.

If the Exhibitor cancels this contract in writing to Training Producer, on or before May 1<sup>st</sup>, 2020, all fees paid except the deposit fee shall be refunded. If the Exhibitor cancels this contract after May 1<sup>st</sup>, 2020, no fees shall be refunded. Any Exhibitor failing to occupy contracted space is not relieved of the obligation to pay for such space at the full rental price. The Training Producer shall have the right to use such space as it sees fit, if the space is not occupied two hours before the official show opening.

**7. EXHIBIT SPACE.** Exhibit space and standard booth equipment, as specified in the Invitation to Exhibit brochure, are provided by the Training Producer without additional cost to the Exhibitor. If any Exhibitor plans to construct a display of such character that the Exhibitor will not need the standard booth equipment, such display will not obscure

the view of adjacent booths. The physical limitation of the display booths will be specified in a package sent to each Exhibitor by the show decorator, Global Experience Specialists (GES). The Exhibitor shall not use the aisles, hallway, lobby or parking lots for exhibiting.

No display shall be installed that does not fully conform to all Federal, State and Local laws, ordinances and regulations; and rules of the SIU Automotive Technology management. It is the responsibility of the Exhibitor to satisfy the requirements of this paragraph.

**8. CARE OF EXHIBIT SPACE.** The Exhibitor must, at their expense, maintain and keep in good order, the exhibit and the rented space. Nothing shall be attached to the permanent structure of the SIU Automotive Technology Facility without the express permission of Training Producer or the SIU Automotive Technology department chair.

**9. INSTALLATION & DISMANTLING.** The Exhibitor will install and dismantle the exhibit during the times specified in the Move-In Bulletin. Such times are binding upon the Exhibitor as though fully set forth herein. All displays must be in place and set up no later than two hours before the official opening of Hands-on Training Event and shall remain fully assembled and staffed until the final closing of the Hands-on Training Event.

Packing, unpacking, assembly and early disassembly of displays shall conform with directions from the Training Producer and/or the SIU Automotive Technology management, and shall be done only in areas designated by them.

**10. OPERATION OF EXHIBIT.** Exhibitors must confine their activities to their assigned booth space and shall not distribute materials to attendees from outside their rented space unless approved by the Training Producer. The method and manner of operating each exhibit shall be proper and any Exhibitor shall be subjected to eviction, without refund, if their procedure is objectionable. The distribution of samples and souvenirs must be conducted on a dignified basis and must not interfere with any other exhibit.

The Exhibitor's use of amplified sound shall not be so obtrusive as to interfere with the activities of other Exhibitors.

The Exhibitor agrees to indemnify and hold the Training Producer harmless from all liability of any nature arising from the activities of the Exhibitor or from the display or use of the Exhibitor's property.

**11. LIABILITY.** The Training Producer's responsibility for the protection and safety of the Exhibitor or for the protection of the Exhibitor's property, from any cause whatsoever, is limited to taking reasonable precautions to safeguard the Exhibitor's property. All property shipped or delivered to SIU Automotive Technology is at the sole risk of the Exhibitor. Exhibitors wishing to insure their goods must do so at their own expense.

**12. AGREEMENT TO CONDITION.** The Exhibitor agrees to abide by the conditions of this Agreement. It is further agreed that the Training Producer has the right to interpret these conditions as well as make final decisions on points these conditions do not cover. Sole control of the SIU Automotive Technology Facility rests with Training Producer.

**13. WAIVER.** Failure of Training Producer to enforce any term of this Agreement shall not be deemed to be a waiver of that term or any other term of this Agreement.

**14. EXHIBITS.** The Invitation to Exhibit brochure is, by reference, a part of this Agreement and has the same force as if it were attached hereto.

**15. BINDING EFFECT.** This Agreement shall be binding on the parties and on their successors and assignees.

# EXHIBIT SPACE APPLICATION

June 4<sup>th</sup> through the 7<sup>th</sup>

Mailing Address: SIU Automotive Technology  
ATTN: Sean Boyle  
Mail code: 6895  
Carbondale, IL 62901

Shipping Address (UPS/FEDEX/TRUCK): SIU Automotive Technology  
ATTN: CAY Gerlock  
545 North Airport Road  
Murphysboro, IL 62966

PHONE 618-453-4024

EMAIL: [jeepster@siu.edu](mailto:jeepster@siu.edu)

FAX: 618-453-4025

WEB: [www.transmissionbrotherhood.org](http://www.transmissionbrotherhood.org)

Please complete application and return ASAP to reserve your booth space now! Space is limited!

## BUSINESS / COMPANY INFORMATION

### BUSINESS TYPE:

- |   |  |
|---|--|
| <input type="checkbox"/> Parts/Kit Manufacturer     | <input type="checkbox"/> Educational Institution |
| <input type="checkbox"/> Parts Supplier/Distributor | <input type="checkbox"/> Tools and Equipment     |
| <input type="checkbox"/> Tech Services              | <input type="checkbox"/> Other _____             |

BUSINESS NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP / PC \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP / PC \_\_\_\_\_

( ) ( )

BUSINESS PHONE \_\_\_\_\_ BUSINESS FAX \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_ WEB ADDRESS (URL) \_\_\_\_\_

COMPANY REPRESENTATIVE (Primary Contact) \_\_\_\_\_ TITLE \_\_\_\_\_

COMPANY REPRESENTATIVE (Secondary Contact) \_\_\_\_\_ TITLE \_\_\_\_\_

## EXHIBIT SPACE INFORMATION

BOOTH NAME SIGN (26 letters maximum) \_\_\_\_\_

BOOTH CHOICES (By number – see Exhibition Floor Layout on next page.)

1<sup>st</sup> choice \_\_\_\_\_

3<sup>rd</sup> choice \_\_\_\_\_

2<sup>nd</sup> choice \_\_\_\_\_

4<sup>th</sup> choice: \_\_\_\_\_

EXPO/SHOW SPECIAL (If you will have a Show-Only Special, please describe below.) \_\_\_\_\_

## RENTAL & PAYMENT INFORMATION

Each exhibit booth includes one (1) table, two (2) chairs, booth name & number sign, electricity and Internet service

Total Booth Price: 750.00

Additional Employees: 100.00 per employee (includes 3 lunches for each employee)

Advance Deposit Due: 300.00

**ONLINE PAYMENT ONLY:** click [HERE](#) to make your payment online. Note, you will need to set up an ID and password, which is a quick process.

**ARE WILLING TO SPONSOR TECHS?** The Brotherhood will give you acknowledgment during the luncheons and in any handout material.

TECHS SPONSORED \_\_\_\_\_ x 275.00 = \_\_\_\_\_ TOTAL

Check one:

- I have enclosed a check made payable to **SIU Automotive Technology** for the \$300 non-refundable advance deposit **plus** any tech sponsorships.
- I have enclosed a check made payable to **SIU Automotive Technology** for the total amount of the Exhibit **plus** any tech sponsorships.
- I authorize SIU Conference Services to charge the following credit card for the \$300 non-refundable advance deposit **plus** any tech sponsorships:
- I authorize SIU Conference Services to charge the following credit card for the total amount of the Exhibit **plus** any tech sponsorships:



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EXACT NAME ON CARD	CREDIT CARD NUMBER	CVC (CID) CODE	EXPIRATION DATE
BILLING ADDRESS ON CARD	CITY	ST	ZIP

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\$

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TOTAL AMOUNT AUTHORIZED	AUTHORIZED SIGNATURE
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I hereby make application for exhibit space at the Hands-on Training Event, with a non-refundable advance deposit of \$300.0. It is also agreed and understood that the total booth rental amount will be paid in full by May 1st, 2020. By signing this form, I also acknowledge that I have read the Exhibit Space Agreement and hereby agree to the terms set within the Agreement.

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EXHIBITOR AUTHORIZED SIGNATURE DATE	TRAINING PRODUCER AUTHORIZED SIGNATURE DATE
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*Please mail this completed and signed application to the address at the top of this page. If paying by check, please enclose your check made payable to SIU Automotive Technology*