



USA Gymnastics

# National Congress

## Trade Show

San Jose • 2012

usagym.org

**June 29-July 1, 2012**  
**San Jose**  
**Convention Center**  
**San Jose, CA**

### Show Location

San Jose Convention Center  
 150 San Carlos St. • San Jose, California 95110

### Set-up Hours

Wed., June 27.... 9:00 a.m. to 4:30 p.m.  
 Thurs., June 28...8:30 a.m. to 4:00 p.m.

### Show Hours

Fri., June 29 ..... 7:00 a.m. to 5:00 p.m.  
 Sat., June 30 ..... 7:45 a.m. to 6:45 p.m.  
 Sun., July 1..... 7:30 a.m. to 1:00 p.m.

### Tear Down Hours

Sun., July 1..... 1:00-7:00 p.m.  
*(Everything must be removed by 6:59 p.m.)*

## Exhibit Space

### Booth Space includes:

- Space with pipe & drape, including 8 ft. backwall and 3 ft. side drape.
- Company name listed in the 2012 Congress Information Guide (if contract is received by printing deadline).
- On-site exhibitor service center
- Up to 4 exhibitor badges per booth for booth staff
- Four 3-Day Hall passes per booth for guests

- Purchase 1-4 booths receive 1 Congress badge
- Purchase 5+ booths receive 2 Congress badges. No additional Congress badges will be distributed.

### Floor Plan

- Show management will be responsible for all booth assignments.

### More Information

- After acceptance into the Trade Show and approximately 45 days prior to the show, you will receive an exhibitor kit that will

include additional show information and an electrical order form. 45 days prior to the show, the official show decorator will send you information regarding various show services and equipment rentals.

**NOTE:** Exhibit tables, chairs, electricity, and telephone/internet and A/V services are available at an additional cost. Exhibitors will receive order forms for these items prior to the Trade Show.

## Rules & Regulations

- 1. The following Rules & Regulations will govern and bind** all exhibitors at the 2012 National Congress and Trade Show hereinafter called the Trade Show, to be held at the San Jose Convention Center and are a part of the Exhibit Space Application. USA Gymnastics, hereinafter called Show Management, hereby leases, subject to the Rules and Regulations contained herein, to exhibitors, the booth(s) at the Trade Show in accordance with exhibit space rental charges set forth on the Exhibit space Application, to be used by the exhibitor for the purpose set forth herein among said Trade Show. Show Management has the right to reject or cancel any Exhibit Space Application. Applications will be accepted on the discretion of the Show Management. If an exhibitor cancels contract after June 1, 2012, the exhibitor is liable for full payment of the contract. Any other cancellation prior to June 1, 2012 will result in a \$100 administration fee per booth.
- 2. Installation and Removal.** Exhibitors will set up displays and unload materials on Tuesday, June 27 from 9:00 a.m. to 4:30 p.m. and Wednesday, June 28 from 8:30 a.m. to 4:00 p.m. Exhibits must be removed from said premises by 7:00 p.m. on July 1, 2012. In the event exhibit space is not vacated by the exhibitor within such time, Show Management is authorized to remove from said space, at the expense of the Exhibitor, all goods, merchandise, and property of any and all kinds that may then occupy any portion of said space for which the term

of the contract has expired, and Show Management shall not be liable for any damage or loss of such goods, merchandise or other property, or to the space from which removed, by reason of such removal. Any such property left by the exhibitor after the time for removal thereof shall be deemed abandoned by the exhibitor. Show Management or its agent are hereby expressly released from any and all such claims for damages of any kind or nature arising from such removal.

- 3. Use of Exhibit Space.** No exhibitor shall sublet or share the space allotted with any other business or firm unless prior written approval has been obtained from Show Management. Exhibitors are not permitted to feature names or advertisements of non-exhibiting manufacturers, distributors or agents in this display except products sold by a parent or subsidiary company of the exhibitor. Exhibitor shall not obstruct access to any portion of the sidewalks, entrances, aisles, doorways, and all ways of access to public utilities pertaining to the exhibit hall premises. Exhibitors shall be responsible for keeping their exhibit staffed, neat, clean, and orderly at all times, and shall act so as to comply with these rules and regulations and those imposed by the manager or owner of the building.
- 4. Mechanical Failure/Acts of God.** Exhibitor expressly waives any and all claims for compensation for any and all loss or damage sustained by reason of any defect, deficiency, failure or impairment of the roof or any water supply system, drainage system, heating system, electrical system, ventilation system, refrigeration system, or other mechanical

system leading to or on the exhibition hall premises. In the event the exhibition hall premises, or any part thereof is damaged by fire or if for any other reason, including strikes, war, weather, state of emergency, failure of utilities, or act of God which in the opinion of Show Management renders fulfillment of the Contract by Show Management impossible, the exhibitor hereby expressly waives, releases and discharges Show Management or the owner or manager of the exhibition hall, and their agents, from any and all demands, claims, actions, and causes of action, in law or inequity, arising from any such causes.

- 5. Insurance Requirements.** Each exhibitor is responsible for keeping their leased space free from any dangerous conditions that might cause injury to persons coming upon the premises or damage to property. Show Management and its officers, employees and agents shall not be liable to the exhibitor, agents, employees, or any other person coming into the space leased by the exhibitor for injury to the person or property of any such persons and the exhibitor undertakes to fully indemnify and hold harmless Show Management and the San Jose Convention Center as to any such liability. Each exhibitor is responsible to insure their own property while on the Exhibit Hall premises and while in transit to and from the Exhibit hall. Insurance Certificates are required that meet specified limits of insurance as outlined by Show Management. Neither show management nor the San Jose Convention Center are in any way responsible for damages or theft to exhibitor's property at any time before, during or after show hours.

# Exhibit Space Application & Contract 2012

Exhibit Space is limited. All exhibitors will be subject to pre-approval by show management.

For more information contact: USA Gymnastics at 317.829.5622 or [ekoven@usagym.org](mailto:ekoven@usagym.org)

## Instructions

1. Please complete all sections of this application, including description.
2. Sign and return with payment to: Fax: 317-692-5212 or USA Gymnastics, 132 E. Washington St. Ste 700, Indianapolis, IN 46204
3. Make checks payable to: USA Gymnastics

Company Name \_\_\_\_\_  
 Industry PLUS Member \_\_\_\_\_ Industry Member \_\_\_\_\_ Non-member \_\_\_\_\_  
 Address \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Email address \_\_\_\_\_  
 Web Address \_\_\_\_\_  
 Contact Person \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_

Describe your product or service to be displayed at the Trade Show in 20 words (maximum). Description will appear in the Congress information guide.

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## Exhibit Space Pricing – Early Bird and General Rates

No. of booths	EARLY BIRD RATES <i>*contract &amp; payment received by 11/18/2011</i>			GENERAL RATES <i>contract &amp; payment received after 11/19/2011</i>			Amount
	Industry PLUS Member	Industry Member	Non-member	Industry PLUS Member	Industry Member	Non-member	
____ 10'x10'	\$1,050*	\$1,400*	\$1,750*	\$1,100	\$1,450	\$1,800	_____
____ 10'x10' corner	\$1,150*	\$1,500*	\$1,850*	\$1,200	\$1,550	\$1,900	_____
____ 4 booth island	\$4,200*	\$5,600*	\$7,400*	\$4,800	\$6,200	\$7,600	_____
____ 6 booth island	\$6,300*	\$8,400*	\$10,900*	\$7,000	\$9,100	\$11,200	_____
____ 8 booth island	\$8,400*	\$11,200*	\$14,400*	\$9,200	\$12,000	\$14,800	_____
____ 10 booth island	\$10,500*	\$14,000*	\$17,900*	\$11,400	\$14,900	\$18,400	_____
____ 12 booth island	\$12,600*	\$16,850*	\$21,400*	\$13,600	\$17,800	\$22,000	_____

**INDUSTRY PLUS MEMBER** – current member with USA Gymnastics and U.S. Gymnastics Suppliers Association through 7/31/2012

**INDUSTRY MEMBER** – current as USA Gymnastics member through 7/31/2012

Industry Plus and Industry Members receive special discounted pricing for Island Booths with Early Bird. For membership information go to [www.usagym.org](http://www.usagym.org) or contact Erica Koven at [ekoven@usagym.org](mailto:ekoven@usagym.org).

Full payment for exhibit space cost of \$4,200 or less, must be sent with this completed and signed application. Full payment may be received with any booth order. For booths costing over \$4,200, a minimum of 50% of the total order must be included with the application. The balance of the payment is due by April 16, 2012.

**Industry Member Only Discount** – discount for multiple booths, (booths must be inline and connected) no cross aisles or separate locations allowed for discount. For two or more booths purchased at National Congress, deduct \$50 per booth. *\*Islands also qualify for the multiple booth discount.*

Number of booths = \_\_\_\_\_ x \$50.00 = Discount \$ \_\_\_\_\_ Booth Price \$ \_\_\_\_\_ – Discount \$ \_\_\_\_\_ = TOTAL \$ \_\_\_\_\_

## PAYMENT INFORMATION

Method of Payment: Check (payable to USA Gymnastics) Check # \_\_\_\_\_ or Credit Card  VISA or  Other Credit Card \_\_\_\_\_

Name on Credit Card (please print clearly) \_\_\_\_\_

Cardholder Signature \_\_\_\_\_ Cardholder Telephone \_\_\_\_\_

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

## Agreement

We have read and agree to abide by all the rules and regulations for the 2012 USA Gymnastics National Congress and Trade Show. Upon acceptance of this application by USA Gymnastics, this application shall bind as a contract.

**\*\*Authorized Signature (REQUIRED)** \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_