

EXHIBITOR AGREEMENT

Florida Atlantic University Center for Environmental Studies
2018 Public Land Acquisition & Management Partnership Conference
October 1-3, 2018
Sarasota, Florida
Hyatt Regency Sarasota

Company Name:		
Address:		
City:	State:	Zip:
Contact Name:		
Phone:	Fax:	
Email:	Website:	

Conference Registration:

Will you be registering as an attendee? Yes No

Number of people registering from your organization: _____

Equipment Needed:

Please check one: one 2 ft. x 6 ft. table No tables

Number of Chairs (if any): _____

Electricity: Do you need an electrical outlet for your display? (Additional charges may apply)

Yes No

Please include any other special needs or requests below:

Questions? Please contact: MaryBeth Hartman, mhartman@fau.edu or (954) 236-1203

*Thank you for your participation,
and we will strive to make the experience one from which you will value and benefit.*

FAU TERMS AND CONDITIONS OF RESERVATION

- Acceptance of registration for exhibits or sponsorship is at the discretion of the organizers.
- Cancellations: If you find it necessary to cancel your exhibition or sponsorship package, please e-mail MaryBeth Hartman immediately at mhartman@fau.edu. If written cancellation is received on or before September 1, 2018, a full refund will be made, less \$100 administrative fee. If cancellation is received on September 2, 2018 and on or before September 16, 2018, a full refund will be made less \$200 administrative fee. No refund will be given for cancellations on or after September 17, 2018.
- Reservations will be made on a first-come, first-served basis. This agreement must be received no later than September 17, 2018.
- Set-up time is Monday, October 1 from 3:00-7:00 p.m (Opening reception at 5:30 p.m.)
- Exhibit times: Tuesday, October 2 from 8:00 a.m. – 8:00 p.m.
Wednesday, October 3 from 8:00 a.m. – 12:00 p.m.
- Break-down is Wednesday, October 3 from 12:00-2:00p.m.

Sign and Date

I have read the above and agree to abide by the payment and terms and conditions as outlined. I understand that this form confirms my reservation. I accept that from now on charges will be imposed for cancelled reservations.

Signature: _____

Date: _____

HYATT REGENCY SARASOTA TERMS AND CONDITIONS OF RESERVATION

- Exhibit reservation does not include: drayage, decoration, labor, guard/security service, cleaning or janitorial services, electrical (unless pre-arranged), gas or water.
- Hyatt Regency Sarasota Release of Liability: Exhibitor shall be fully responsible to pay for any and all damages to property owned by Hyatt Regency Sarasota, its owners or managers which result from any act or omission of Exhibitor. Exhibitor agrees to defend, indemnify and hold harmless, Hyatt Regency Sarasota its owners, managers, officers or directors, agents, employees, subsidiaries and affiliates, from any damages or charges resulting from Exhibitor's use of the property. Exhibitor's liability shall include all losses, costs, damages, or expenses arising from, out of, or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees which arise from or out of the Exhibitor's occupancy and use of the exhibition premises, the Hotel or any part thereof.

Sign and Date

I have read the above and agree to abide by the terms and conditions as outlined.

Signature: _____

Date: _____