

**On-line exhibitor registration is also available at
www.movingforwardtn.com**

Please do not use this contract if you will be a SPONSOR at this year's Conference.
A separate contract will be provided to you

Exhibitor Company _____
 Mailing Address _____
 City _____ State _____ ZIP Code _____
 Telephone: (____) _____ Fax: (____) _____ Web Site: _____
 Contact Name _____ Contact Name E-Mail: _____
 Company name as you wish it to appear on one-line Exhibit Booth ID sign: _____

Please check and complete the section that applies (Exhibitors must be Allied members of HTN to participate in the tradeshow):

_____ Current HTN Allied Member: No. of booths _____ x \$550.00 = \$ _____
 _____ Non-Current HTN Allied Member: Single / First Booth x \$1,050.00 = \$ _____
 (Includes 1 Year \$500.00 HTN Allied Membership Fee)
 No. of Additional booths x \$550.00 = \$ _____
TOTAL FEES = \$ _____

One complete conference registration is included with each booth.

Registration includes Wednesday night opening reception, all Thursday and Friday conference activities and meals, Thursday and Friday Tourism Marketplace, and the Thursday afternoon reception.

This registration DOES NOT INCLUDE the Wednesday golf tournament nor the Thursday night Stars of the Industry GALA. Tickets for the OPTIONAL Thursday night Stars of the Industry GALA are \$125.00 per person.

Additional Exhibitor Registrations for company representatives are available at a discounted price of \$300.00 per person (a \$50.00 savings per registration.)

Included Representative Name _____ **Email:** _____

Does the included representative also wish to register for the OPTIONAL Thursday Night Stars Gala for an additional \$125.00? (Yes/No) _____

		Additional Exhibitor Registration (\$300.00)	Optional Stars Gala (\$125.00)
Representative #2	Email: _____	_____	_____
Representative #3	Email: _____	_____	_____
Representative #4	Email: _____	_____	_____

Payment Information: (Please note that booth space cannot be confirmed without full payment.)

Booth Fees (\$500.00 or \$1,050.00) = \$ _____
 Additional Full-Conference Representatives @ \$300.00 each = \$ _____
 Total Optional Stars of the Industry GALA Tickets @ \$125.00 each = \$ _____
Total Due = \$ _____

Payment Method: _____ Check Enclosed (Make check payable to: HospitalityTN)



_____ Credit Card Type: _____ VISA _____ MasterCard _____ American Express _____ Discover
 Card No. _____ Security Code* _____
 Name as It Appears on Card _____
 Expiration Date (MM/YY) _____ Billing address ZIP Code _____
 Card Holder's Signature _____ Date _____

Refund Policy: Full refund, minus \$35.00 processing fee, if cancelled by September 3, 2019. **SORRY, NO REFUNDS ON CANCELLATIONS AFTER SEPTEMBER 3, 2019.**

I have read the 2021 Tennessee Governor's Conference on Hospitality & Tourism tradeshow general information, exhibitor rules and policies, and liability information provided with this contract, and agree to abide by the rules, policies, and liability limitations set forth in that information. I also understand and agree to abide by the refund policy as stated in this contract.

Signature _____ Date: _____

GENERAL TRADESHOW INFORMATION

CONFERENCE DATE AND LOCATION

Wednesday, September 15 – Friday, September 17, 2021
Embassy Suites by Hilton Hotel & Conference Center
Murfreesboro, Tennessee
Conference information available at
www.movingforwardtn.com

TRADESHOW HOURS

Thursday, September 16 • 9:00 AM – 5:00 PM (CDT)
Friday, September 17 • 9:00 AM – 1:00 PM (CDT)

EXHIBITOR MOVE-IN

Wednesday, September 15 • 11:00 AM – 5:00 PM

Booths must be completely set-up and ready for the 9:00 AM tradeshow opening on Thursday, September 16.

EXHIBITOR MOVE-OUT

Friday, September 17 • 1:00 PM – 5:00 PM

Booth dismantling may not begin until the tradeshow officially closes at 1:00 PM on Friday September 17.

All exhibits and materials must be removed by 5:00 PM on Friday, September 17.

BOOTH SIZE

10' x 10'

BOOTH SIGN

A one-line booth sign will be furnished at no cost to each exhibitor.

DECORATOR AND CONVENTION HALL SERVICES

Each 10' x 10' booth will be provided with one draped table, two chairs, and trash can. Information on ordering other booth furnishings, labor, drayage, and orders for utility services such as wi-fi and electricity will be forwarded to you upon receipt of your contract and payment.

CONFERENCE HOTELS

HospitalityTN has negotiated an excellent rate at the host property, Embassy Suites by Hilton, Murfreesboro. The hotel is directly connected to the conference center, site of all conference activities and the tradeshow area. Specific information, including rates and reservations, can be found at www.movingforwardtn.com.

PRIZES AND GIVE-AWAYS

Exhibitors are invited and encouraged to conduct drawings for prizes given by your company.

EXHIBITOR RULES AND POLICIES

- No exhibitor shall be permitted to erect an exhibit without having made full remittance of the space rental.
- No exhibit shall block or interfere with the direct visibility of an adjoining exhibit.
- No exhibit shall contain any material of a lewd, immoral, or offensive nature.
- At least one person must be in attendance at the booth at all times during show hours.
- Solicitation or distribution of literature is not allowed except in the exhibitor's leased area.
- No exhibit shall begin dismantling before 1:00 PM Friday, September 17 without permission from show management.
- No exhibitor shall be permitted to interfere with the orderly procedure of another exhibitor, including but not limited to music, display material, or exhibit structures.
- No exhibit space shall be sublet or offered for use by any exhibitor without prior approval of HTN staff.
- Exhibit booth personnel shall wear an identifying badge at all times while on exhibit floor.
- Exhibitors shall exercise maximum care in the prevention of fire and must conform to applicable fire and safety regulations.
- Show management reserves the right to reject and/or remove any exhibitor whose display does not meet acceptable standards.
- This is a non-smoking facility.
- If offered by exhibitors, policies require that any food and beverage items distributed during the tradeshow be kept to "sample" portions.
- Conference center policies prohibit the use of free-floating helium balloons or adhesive back decals. Cost of removal of either will be charged to the exhibitor.

LIABILITY

It is to be expressly understood and noted that, upon signing an exhibitor contract, each exhibitor hereby agrees that he/she will make no claim of any kind against HospitalityTN or any of its members, employees or contractors or The Tennessee Department of Tourist Development or any of their employees or contractors or The Embassy Suites by Hilton Hotel & Conference Center | Murfreesboro or any of their employees or contractors for any loss, damage to or destruction of goods, nor for any personal injury which may occur while in the conference facility, nor for any damages of any nature or character whatsoever.