

EXHIBITOR APPLICATION / CONTRACT



Florida Accounting & Business Expo™
May 29-30, 2008

23rd Annual Accounting Show®
September 25-26, 2008

P.O. Box 5437, Tallahassee, FL 32314 • (800) 342-3197 (within Florida only) • (850) 224-2727 • Fax (850) 222-8190 • www.ficpa.org

(All show correspondence will be sent to the below address and all printed references to the company will appear exactly as below unless otherwise indicated in writing.)

A. APPLICANT

Company Name: _____
(to be listed in promotional pieces)

Representative Name: _____ Title: _____

Address: _____ City: _____ State: _____ ZIP: _____

Phone: (_____) _____ Fax: (_____) _____

E-Mail: _____ Web site: _____

Please write a 20-word description of your company's product(s) and/or service(s). Your application cannot be processed without a description. Please type or print legibly — this information will be printed in the show program. The FICPA reserves the right to edit your company's description.

B. BOOTH COSTS

Florida Accounting & Business Expo™ Orlando, May 29-30, 2008	23rd Annual Accounting Show® Ft. Lauderdale, September 25-26, 2008	Exhibit at Both Shows and Save: Florida Accounting & Business Expo™ and 23rd Annual Accounting Show®
<p style="text-align: center;">Early Discount Price</p> <p>1 booth <input type="checkbox"/> \$1245 2-4 booths <input type="checkbox"/> \$1100 (per booth) 5 booths or more <input type="checkbox"/> \$975 (per booth) <i>50% deposit must accompany this contract to receive the early discount. Remaining Balance is due by February 1, 2008</i></p> <p style="text-align: center;">Regular Price (after 2/1/2008)</p> <p>1 booth <input type="checkbox"/> \$1395 2-4 booths <input type="checkbox"/> \$1275 (per booth) 5 booths or more <input type="checkbox"/> \$1150 (per booth) <i>50% deposit must accompany this contract. Remaining Balance is Due: May 2, 2008</i></p>	<p style="text-align: center;">Early Discount Price</p> <p>1 booth <input type="checkbox"/> \$1245 2-4 booths <input type="checkbox"/> \$1100 (per booth) 5 booths or more <input type="checkbox"/> \$975 (per booth) <i>50% deposit must accompany this contract to receive the early discount. Remaining Balance is due by May 16, 2008</i></p> <p style="text-align: center;">Regular Price (after 5/16/2008)</p> <p>1 booth <input type="checkbox"/> \$1395 2-4 booths <input type="checkbox"/> \$1275 (per booth) 5 booths or more <input type="checkbox"/> \$1150 (per booth) <i>50% deposit must accompany this contract. Remaining Balance is Due: August 22, 2008</i></p>	<p style="text-align: center;">Early Discount Price</p> <p>up to 4 booths <input type="checkbox"/> \$1100 (per booth) 5 booths or more <input type="checkbox"/> \$975 (per booth) <i>50% deposit must accompany this contract to receive the early discount. Remaining Balance is due by March 12, 2008</i></p> <p style="text-align: center;">Regular Price (after 3/12/2008)</p> <p>up to 4 booths <input type="checkbox"/> \$1275 (per booth) 5 booths or more <input type="checkbox"/> \$1150 (per booth) <i>50% deposit must accompany this contract. Remaining Balance is Due: May 16, 2008</i></p>

C. PREMIUM SERVICES

PREMIUM BOOTHS AVAILABLE ... RESERVE NOW!

- \$90 (per priority booth/per show) refer to floor plan — **Florida Accounting & Business Expo™**
- \$90 (per priority booth/per show) refer to floor plan — **23rd Annual Accounting Show®**

WEB LINK

- \$75 (per show) Link from the exhibitor list on the FICPA Web site to your Web site FABExpo 23rd Annual Show
- \$120 (per show) Featured vendor link from the Accounting Show home-page on the FICPA Web site to your Web site FABExpo 23rd Annual Show

(Must be paid in full with signed contract. Link active from date of contract signing until opening day of the show.)

BOOTH PREFERENCE

- Florida Accounting & Business Expo™** booth preferences: 1st: _____ 2nd: _____ 3rd: _____
- 23rd Annual Accounting Show®** booth preferences: 1st: _____ 2nd: _____ 3rd: _____

D. AMOUNT DUE

No. of Booths at FABExpo _____ @ \$ _____ = _____

No. of Booths at Annual _____ @ \$ _____ = _____

No. of Priority Booths _____ @ \$ 90 = _____

Exhibitor Web Link _____ @ \$ 75 = _____

Sponsored Web Link _____ @ \$ 120 = _____

Amount Due _____

Less Professional Affiliate Member Discount (_____)

Deposit _____

Balance _____

E. METHOD OF PAYMENT

Payment Policy... A 50% non-refundable deposit is required with this application. Please see booth costs for payment deadlines. If final balance is not received by deadline listed, you will be billed at full cost.

- Check Enclosed: Make check payable to "FICPA"
- Credit Card: Visa MasterCard American Express Discover

Card Number: _____

Card Verification Value Code (CVV): (3 or 4 digit code): _____ Exp. Date: _____

Cardholder Name: _____

Signature: _____

Credit Card Billing Address: _____
(if different from above)

City, State ZIP: _____

Your application will be reviewed by the FICPA. If accepted, a confirmation letter will be sent to you.

F. SIGNATURE

Your signature below indicates that you understand and agree to the terms printed on the reverse side of this contract. Booths will not be reserved without the company representative's signature.

Company Representative's Signature Date

TERMS OF THE CONTRACT

1. Each single booth at the Florida Accounting & Business Expo™ and at the 23rd Annual Accounting Show® will have a booth space rental of \$1,395 per booth. Booth space rental will cost \$1,245 for those who register and pay the balance before February 1, 2008, for the Florida Accounting & Business Expo™ and May 16, 2008, for the 23rd Annual Accounting Show®. Discount rates for multiple booths are as outlined under "Booth Costs" on the application. Priority booths are an additional \$90 per booth (refer to the floor plan).
2. Payment in the amount of 50% or full payment must accompany the application/contract. Booth space rental fees are non-refundable. The balance must be paid by May 2, 2008, for the Florida Accounting & Business Expo™ and by August 22, 2008, for the 23rd Annual Accounting Show®. Exhibitors will not be allowed access to the exhibit hall until all fees are paid in full.
3. Exhibitors are required to have an attendant at their exhibit at all times during show hours.
4. Move-in time for the Florida Accounting & Business Expo™ is Wednesday, May 28, 2008, from 10 a.m.-7 p.m. and move-out time is Friday, May 30, 2008, from 2-6 p.m. Move-in time for the 23rd Annual Accounting Show® is Wednesday, September 24, 2008, from 10 a.m.-7 p.m. and move-out time is Friday, September 26, 2008, from 2-6 p.m.
5. This agreement includes a one-time list of show attendees. Additional lists may be purchased for a 10% discount from normal rates upon approval.
6. This agreement is for exhibit space only; course materials are not included. Exhibitors may attend the program only if they formally register as a participant by paying the registration fee in addition to the exhibit fee.
7. FICPA management reserves the right to approve the character of any exhibit, any goods therein and the attendant advertising and sales promotion and to prohibit anything which in its judgment because of noise or other objectionable features may detract from the show in general.
8. All sound equipment must be regulated so that it does not disturb neighboring exhibits. The FICPA reserves the right to determine at what point sound constitutes interference with others and must be discontinued. Due to regulations by the music industry regarding music at public meetings, conventions and shows, exhibitors may not play music during the trade show, either live or recorded.
9. Exhibitors will not be permitted to assign, sublet or share with others any part of the space allotted to them.
10. FICPA management reserves the right to require any exhibitor to move his exhibit to another location if it is in the best interest of the show.
11. In accordance with Florida Statutes Section 212.18(3)(b)3, the FICPA authorizes exhibitors to make retail sales of tangible personal property or service subject to sales tax. The exhibitor shall be solely responsible for any local, state or federal tax liability resulting from this contract or other tax implication arising from activities while an exhibitor at the Florida Accounting & Business Expo™ and/or the 23rd Annual Accounting Show®.
12. No exhibitor is to begin dismantling prior to the close of the show. Any exhibitor dismantling prior to the close of the show will forfeit his company's right to exhibit at future meetings of the FICPA.
13. Advertising materials cannot be distributed outside of the exhibitor's booth.
14. Booths must be kept clean. The floor and display areas of the booth must be clear of debris. Exhibitors will be liable for any extra clean-up costs incurred due to displays, food machines and other means.
15. The use of promotions, premiums, lotteries or giveaway contests must be approved by FICPA management. Such approval may be granted or withheld with or without cause at the discretion of FICPA management.
16. Hospitality suites can be opened only after the closing of the exhibit hall.
17. Use of electrical current is confined to lighting or the operation of such equipment that is harmless, noiseless and does not release undesirable odors.
18. All contractors hired by the exhibitor, other than those official suppliers listed in the exhibitor's kit, must submit proof of liability insurance to the FICPA and to the service company. Outside contractors must have a badge to gain access to the exhibit hall. Outside contractors or their employees who are not on the pre-registration badge list must pick up their badges at the exhibitor check-in. A letter of authorization or other proof of affiliation with the exhibitor's company must be shown in order to receive a badge.
19. Objectionable practices by exhibitors or official suppliers should be reported immediately and not after the show is completed.
20. No children under 16 years of age will be allowed in the exhibit area at any time.
21. It is agreed that the FICPA and the host facilities shall not be liable for any damage to, or destruction of, any exhibit from any cause or for the theft or disappearance of any exhibit or any property contained in or about the exhibit booth area.
22. The exhibitor agrees to indemnify and hold harmless the FICPA and the host facilities or their employees or their representatives against any and all liabilities for damage, injury or loss to all persons and any and all claims arising out of acts or omissions of exhibitors, their employees or their representatives.
23. The FICPA will not be held responsible or liable for charges or damages for any failure of performance due to acts of nature, labor disputes, shortage of materials, governmental authority, or other circumstances beyond reasonable control of either party.
24. Insurance, if desired by the exhibitors, must be obtained at their own expense.
25. Exhibitors will not offer educational/training or other programs within the show facility simultaneous with FICPA Accounting Show-related programs.
26. The FICPA is not responsible for monitoring the proximity of competitors' booths. Please check our Web site at www.ficpa.org for a list, to date, of secured booths.
27. All electrical work and electrical wiring must be approved and installed in accordance with regulations established by the officials of the Fire Marshall's Office.
28. No construction will be allowed at the sides or above the booth which may obscure the view of any adjacent booths.
29. All materials used for decorating must be flameproof.
30. Construction and signs that are above 8 feet in height are to be approved by FICPA management.
31. All applicable city, county and state codes and ordinances must be complied with, as well as those of the host facilities.
32. Nothing shall be posted on, tacked, nailed or otherwise affixed to columns, walls, floors or other parts of the buildings, furniture or equipment.
33. In order to meet the 7 p.m. set-up deadline, FICPA management reserves the right to order labor to set up any exhibit for the Florida Accounting & Business Expo™ that is not in the process of being erected by 6 p.m. on Wednesday, May 28, 2008, and any exhibit for the 23rd Annual Accounting Show® that is not in the process of being erected by 6 p.m. on Wednesday, September 24, 2008. The cost for this labor will be paid by the exhibitor. No exhibitor may set up their booth on Thursday, May 31, 2008, for the Florida Accounting & Business Expo™ or Thursday, September 25, 2008, for the 23rd Annual Accounting Show®.

Booth Assignment

34. Booths will be assigned on October 11, 2007, to contracted exhibitors based on the priority system. All other booths are assigned on a first-come, first-served basis pending payment.

ADA Requirements

35. In accordance with ADA requirements, if you are disabled and require special services, please contact our office.

Interpretation of Rules

36. The interpretation of all rules and regulations is the responsibility of the FICPA Executive Committee or their designated representative. All decisions of said group or representatives are final.

Booth Construction