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VRPS 2015
VIRGINIA BEACH, VA

2015 VRPS Conference Exhibit Hall

November 9, 2015 | Virginia Beach Convention Center

2015 EXHIBIT HALL CONTRACT

- To exhibit at the 2015 VRPS Conference, please complete Part A and Part B of this application, sign and date the agreement.
- To advertise with a stuffer or tabletop brochure, complete Part A and C.
- Mail completed and signed contract with payment made payable to **VRPS** to: VRPS, 6372 Mechanicsville Turnpike, Suite 109, Mechanicsville, VA 23111. Credit cards are also accepted. Fax contract with credit card payment to (804) 730-9455. If you have questions, call (804) 730-9447 or email vrps@vrps.com

PART A

(PLEASE PROVIDE LOGO IN VECTOR .EPS FORMAT OR 300 DPI HIGH RESOLUTION .JPG FORMAT)

COMPANY NAME (AS SHOULD APPEAR ON BOOTH SIGN)	
PRODUCT (BRIEF DESCRIPTION)	
CONTACT	TITLE
ADDRESS	
CITY/STATE/ZIP	
PHONE	EMAIL
WEBSITE	

PART B

Booth Reservation: includes up to two exhibit hall lunch tickets. Each additional lunch ticket is \$50. Please include with total payment.

Booth Number Preference (in order of preference)

1st	2nd	3rd
BOOTH SIGN NAME		

ATTENDEE NAME
TITLE
ATTENDEE NAME
TITLE

PART C

Other Exhibit Hall Items: See other page for explanation and only complete Parts A & C.

- Registration Packet Stuffer \$250
- Tabletop Brochure Placement \$250

PAYMENT INFORMATION

Premium Booth (less 10% for active commercial members)	\$
Standard Booth (less 10% for active commercial members)	\$
Packet Stuffer or Tabletop Brochure	\$
Additional Lunch Ticket	\$
Total	\$

- CHECK P.O. (INVOICE? YES NO)
- CREDIT (VISA / MASTERCARD / AMEX / DISCOVER)

CARD #	EXP DATE
NAME ON CARD	
BILLING ADDRESS	
BILLING CITY/STATE/ZIP	
SIGNATURE	DATE

AGREEMENT

I agree to abide by the "Conditions of Exhibit Space" in return for the opportunity to exhibit at the 2015 VRPS Annual Conference.



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Virginia Beach Convention Center Hall B

ABOUT VBCC

1000 19th Street
Virginia Beach, VA 23451

The Virginia Beach Convention Center (VBCC) is the nation's first convention center to earn LEED Gold certification from the U.S. Green Building Council. The VBCC is a full service, state-of-the-art exhibition center with full-size loading dock, ramp, doors, etc. For more information about the VBCC, visit www.visitvirginiabeach.com/conventioncenter

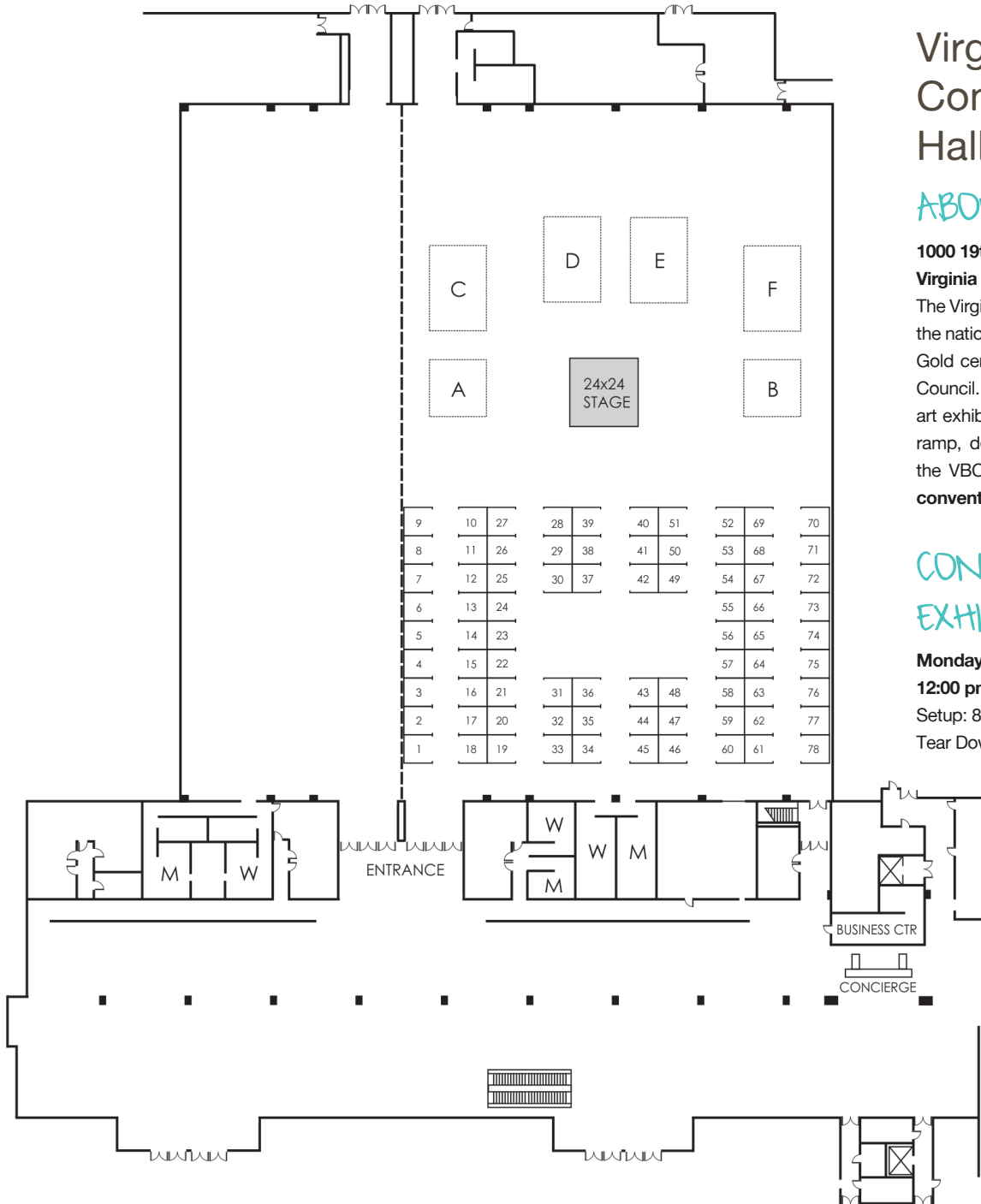
CONFERENCE EXHIBIT HALL HOURS

Monday, November 9, 2015

12:00 pm - 4:30 pm

Setup: 8:00 am - 12:00 pm

Tear Down: 4:30 pm - 6:30 pm



VRPS Commercial Members receive a 10% discount on their booth price only. To join, visit www.vrps.com and click on **Membership**.

Commercial Membership | \$250

Companies other than non-profit organizations involved in the delivery of leisure services, equipment, supplies or similar associated activities. Each Commercial Member will receive access to online membership directory; department mailing labels upon request (2 sets); 3-year subscription to VRPS Magazine and President's Newsletter; 10% discount for Exhibit Booth with priority exhibit space; 10% discount on advertising; membership certificate; free job bank and classified postings; plus full use of Members Only sections of www.vrps.com



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2015 VRPS Conference Exhibit Hall Rates & Policies

PREMIUM BOOTHS

Premium booth equipment: pipe and drape 8' high backdrops, 3' high side rails, two draped 6' tables, 2 chairs, and one booth identification sign (7"x 44").

Rate per booth	Reserved on or before 2/28/15	Reserved after 2/28/15
A & B (20' x 20')	\$1150	\$1250
C, D, E & F (20' x 30')	\$1350	\$1450

STANDARD BOOTHS

Standard booth will be 10' x 10' and equipment will include: pipe and drape 8' high backdrops, 3' high side rails, one draped 6' table, 2 chairs, and one booth identification sign (7"x 44").

Rate per booth	Reserved on or before 2/28/15	Reserved after 2/28/15
Booth (1 - 78)	\$550	\$650

EXHIBIT HALL PROMOTIONS

To encourage delegates to visit the exhibit hall, we ask vendors to donate door prizes and items for the auction(s). Donation form is available at www.vrps.com/education/events/annualconference/2015annualconference

REGISTRATION PACKET STUFFERS

(Complete Part A & C)

Have your single sheet flyer in the hand of every delegate by inserting it in the 2015 Conference Registration Packet. Send \$250 to VRPS at 6372 Mechanicsville Turnpike, Suite 109, Mechanicsville, Virginia 23111 and 1,000 copies for packet to: Virginia Beach Parks & Recreation, Attn: Amy Woodson, 2289 Lynnhaven Parkway, Virginia Beach, VA 23456 by 10/23/15.

TABLETOP BROCHURE PLACEMENT

(Complete Part A & C)

Have your brochure/single sheet flyer on an unmanned tabletop exhibit at the 2015 Conference. Send \$250 to VRPS at 6372 Mechanicsville Turnpike, Suite 109, Mechanicsville, Virginia 23111 and 1,000 copies to: Virginia Beach Parks & Recreation, Attn: Amy Woodson, 2289 Lynnhaven Parkway, Virginia Beach, VA 23456 by 10/23/15.

2015 VRPS Conference Exhibit Hall Conditions Of Space

AGREEMENT TO CONDITIONS: Exhibitors and their employees agree to abide by all conditions contained herein. It is understood that the Virginia Recreation and Park Society (hereinafter called VRPS) shall have sole control of the exhibitor hall.

ASSIGNMENT OF SPACE: VRPS shall assign all Exhibit Hall space, but shall consider the location preference of individual exhibitors as much as possible. Assignments will be on a first paid basis.

PAYMENT: Full payment for space must accompany this signed contract. Make check payable to **VRPS**. Payments for the space shall be made by the exhibitor and mailed directly to: VRPS, 6372 Mechanicsville Turnpike, Suite 109, Mechanicsville, VA 23111.

CANCELLATION BY EXHIBITOR: Should the exhibitor be unable to occupy and use the exhibit space contracted for, they should contact VRPS as soon as possible at (804) 730-9447 or vrps@vrps.com. All sums paid by the exhibitor, less a \$75 cancellation charge, will be refunded if cancellation is received in writing on or before close of business **October 9, 2015**. No refunds will be made if the notice of cancellation is received on or after October 10, 2015.

VRPS LIABILITY: VRPS undertakes no duty to exercise care, nor assumes any responsibility for the protection and safety of the exhibitor, his officials, agents or employees, or the protection of the property used in connection with the exhibit, from theft, damage or destruction by fire, accident or any other cause.

INSTALLING AND DISMANTLING: The specific requirements as to time for installation and dismantling of exhibits must be followed.

INSURANCE: In all cases, exhibitors wishing to insure their goods must do so at their own expense.

EXHIBITOR LIABILITY: Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify and defend VRPS, its employees, and agents harmless against any claims, losses and damages to persons or property caused by exhibitor's installation, removal, maintenance or use of the exhibitor's premises. Each party to this Agreement shall indemnify, defend, and hold harmless the other party and its officers, directors, agents, and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorneys' fees (collectively, "Claims"), arising solely out of or solely caused by the indemnifying party's negligence or willful misconduct in connection with the provision and use of the Convention Center as contemplated by this contract. This paragraph shall not waive any statutory limitations of liability available to either party, including facilities' limitations of liability laws, nor shall it waive any defenses either party may have with respect to any Claim.

REGISTRATION POLICIES: Each exhibiting company will receive up to two exhibit hall lunch combo tickets. Exhibitors are welcome to participate in educational sessions. Additional exhibit hall lunch tickets can be purchased for \$50 each. Other meal/social tickets during the VRPS Annual Conference may be purchased for an additional fee.

DRAYAGE AND DELIVERIES: Contact Exhibits, Inc. at (804) 788-4400 or send an email to angie_cornett@xhibitsinc.com

ELECTRICAL, AUDIO VISUAL AND INTERNET & DATA: Please secure directly with the Virginia Beach Convention Center at the following link: www.visitvirginiabeach.com/conventioncenter/exhibitorservices.aspx

EXHIBIT HALL SPECS: Exhibit Hall is not carpeted and has a ceiling height of 40'.