



Exhibit Booth Reservation and Contract

(Please review regulations printed on next page)

**ASA 107th Annual Meeting
August 17-20, 2012
Colorado Convention Center & Hyatt Regency
Denver, Colorado**

Company: _____

Coordinator: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Telephone: _____ **FAX:** _____

E-mail: _____

Website: _____

**Company Name to be listed in the Program
and booth sign:** _____

Preferred Location:
(see 2012 Floor plan) 1. _____ 2. _____ 3. _____ 4. _____ 5. _____

2012 Booth Rental (8' x 10') Fees:

- 1 booth - \$1,600
- 2 booths - \$2,600
- 3 booths - \$3,500
- Island Booth (20' x 20') - \$4,600

Office Use Only
___ Received
___ Paid/Receipt
___ Confirm

Payment: (must accompany this reservation)

(Please reserve _____ exhibit booth(s). The total booth rental is \$_____.

Payment Type

- Check (Make payable to ASA)
- Credit Card (Please complete information below)

- MasterCard Credit Card Number: _____
- VISA Expiration Date: _____
- AMEX Name on Card: _____

As an exhibitor, I will abide by all exhibit terms, conditions, and regulations as printed on page two of this form.

Return form to: Meetings & Exhibits Coordinator, American Sociological Association ~
1430 K Street, NW ~ Suite 600 ~ Washington, DC 20005 ~ (202) 383-9005 Fax: 202-638-0882 or
exhibits@asanet.org.

ASA Exhibit Rules and Regulations

(1) All exhibitors must comply with the local fire department regulations. Electrical and other mechanical apparatus must be muffled so that the noise does not interfere with any other exhibitor. No construction is allowed at sides of booth which may obstruct the view of adjacent booths. All booths must be attended by the Exhibitor's representative(s) during official exhibit hours.

(2) To maintain order and assure the general conduct of the exhibits, the following practices are prohibited:

a. Noise, which interferes with other exhibitors.

b. Use of billboards, signs or any display of material outside the exhibitor's own space.

c. Solicitation of registrants for surveys or any other activity not directly related to the exhibits.

The American Sociological Association reserves the right to refuse any application for exhibit space and the right to curtail any exhibit that does not conform to the character of the exhibits. This applies to unacceptable displays, novelties, and souvenirs, as well as the personal conduct of the exhibitor or its representatives.

(3) If an exhibit has not been set up by 1:00 p.m. on Saturday, August 17th, The Expo Group has been authorized to set up the booth and remove crates at the exhibitor's expense. This will allow The Colorado Convention Center staff to prepare the hall for opening to the public at 2:00 p.m. on Saturday.

(4) Dismantling of exhibits is not permitted prior to 1:00 p.m. on Tuesday, August 20th. All exhibits must be dismantled completely by 5:00 p.m. on August 20th.

(5) By signing and returning this contract, exhibitors understand that ASA's recommended procedure for onsite sale is to take orders for goods. Direct on-site sale of goods is discouraged and responsibility of security involving cash and other exchange of funds is at sole risk of the exhibitor.

(6) By signing and returning this contract, the Association and all exhibitors have agreed to abide by the following "Responsibility Clause," as follows:

Exhibitor assumes responsibility and agrees to indemnify and defend the American Sociological Association and The Colorado Convention Center and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises. The Exhibitor understands that neither the American Sociological Association nor The Colorado Convention Center maintain insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance.

(7) It is agreed that neither the American Sociological Association nor any other organizations or persons connected with this convention shall be liable or responsible for any loss, fire, theft, damage, or injury that may occur to the property of the exhibitor, or for the death or personal injury of exhibitor's employees, agents, servants, guests, or invitees from any cause whatsoever arising out of or incident to the use or occupancy of the exhibit area by the exhibitor or its agents.

(8) Booths will be assigned in order of receipt of contract and payment; booth numbers will be supplied at a later date. Telephone reservations will not be accepted.

(9) No cancellations will be accepted nor refunds issued after May 11, 2012. Exhibitors who cancel prior to May 11, 2012 will be refunded 50% of the total booth fee.

(10) A receipt will be sent for your records after contract and payment has been received.

ASA Policy on Exhibits, Advertisements, Sponsorships, and Sales

All items exhibited, advertised, sponsored, and/or sold under the auspices of the American Sociological Association (e.g., at the Annual Meeting, in Footnotes, or in direct mailings to the ASA membership) must be of a nature that they can reasonably be considered to be (1) "tools of the trade" by sociologists acting in their professional capabilities as faculty, students, and/or sociological practitioners; (2) of benefit to individual members (e.g., insurance offered at competitive rates because of group membership); or (3) of benefit to the ASA while insuring that individual members have adequate information regarding costs to subscribers (e.g., credit cards, a portion of whose profits go to the ASA).

The character of the exhibits, advertisements, sponsorships, or sales is subject to the approval of the Executive Officer or her/his designee. The ASA reserves the right to refuse any application for exhibit space, advertising, sponsorship, or sales, and to curtail or cancel any such exhibit, advertisement, sponsor, or sale which, in the sole judgment of the Executive Officer, does not conform to these guidelines. This policy applies to unacceptable displays, advertisements, or sales of novelties and souvenirs, as well as the personal conduct of exhibitors or their representatives.