



GEORGIA JAIL ASSOCIATION

**Exhibit/Sponsorship
Application/ Contract**

**Edgar H. Wilson Convention Centre
200 Coliseum Drive
Macon, Georgia 31217-8098**

Company Name

Company Representative Attending

Business Mailing Address

Business Telephone

Business Facsimile

E-mail Address

Type of Business

Competitors

Enclosed is my check for

to cover the cost of

Exhibit Space(s) @ \$350.00 each, for the GJA 24th Annual Training Conference. Please contact the Convention Center directly for electrical service to your booth 1(478)803-1605

In addition, I have enclosed \$ _____, to cover my admittance to the following events.

EVENTS	
(PLEASE CHECK YOUR CHOICES)	
Opening Session and Family Cookout	\$25.00
Prayer Breakfast	\$25.00
Banquet	\$40.00
Reception before banquet	\$10.00
Golf	\$50.00

AGREEMENT

I (we) hereby make application to the Georgia Jail Association to reserve _____ space(s) for the 24th Annual GJA Training Conference Exhibition June 27th, 2011 at the Edgar H. Wilson Convention Centre, Macon, Georgia.

- 1. I (we) agree to comply with established rules and regulations of the Georgia Jail Association as established by the attached contract.**
- 2. Enclosed is my check for \$_____ for the vendor exhibition and /or other events fee and/or \$_____ to sponsor an event.**

X _____ / _____
 Signature Date

Please complete this form and mail along with your check made payable to the **Georgia Jail Association** to:

Fayette County Jail
Attn: Capt Steve Coker
145 Johnson Ave
Fayetteville, Ga. 30214

Georgia Jail Association Conference Rules and Regulations 2011

- **Codes and Agreements:** Exhibitor agrees to be bound by the rules and regulations of the conference. Exhibitor further agrees to adhere and be bound to: 1) all applicable fire, utility and building codes and regulations of the government agencies with jurisdiction in the conference site; 2) rules and regulations of the facility where the conference is held; 3) the terms of leases and agreements between GJA and managers/owners of said facility; 4) all the terms of any and all leased and agreements between GJA and other parties relating to the conference.
- **Space Assignments:** Assignment is strictly a “first-come, first-serve” basis. Proper payment of booth rental fees must accompany this contract. Competitors are automatically separated where booth space is available. GJA reserves the right to make changes in booth assignments and the floor plan without approval of the exhibitor.
- **Equipment:** All booths are equipped with a standard identification sign, one chair, one 6’ table. Exhibitors that require additional space for their displays must register for additional booth space(s). All orders for other services must be made through the Vendor Coordinator. Other than small boxes and portable displays that can be hand-carried, all shipments must be arranged directly through the event site. Such shipments shall be made in accordance with the procedures and policies of the host site.
- **Cancellation and refunds:** Exhibitors shall have the right to cancel this agreement at any time by written notice to GJA. In the event of such cancellation the following terms shall apply:
 - a) *Cancellations prior to May 31, 2011; \$100 cancellation fee subtracted from any amount paid to GJA per booth.*
 - b) Cancellations after May 31, 2011; no refunds.
 - c) Upon notice of cancellation, GJA reserves the right to resell the vacated space.
- **Assignment/sublease:** Exhibitor shall not sublet the booth or any equipment provided by GJA nor assign the booth in whole or part without written permission of GJA.
- **Shipping/dry storage /Services Contractor:** GJA may designate an official service contractor for the conference.

Security/liabilities insurance: GJA will secure the exhibiting area during non-exhibiting hours. After show hours only those exhibitors properly identified with permission of the *Vendor Coordinator*, may enter the exhibit area. Neither the GJA, Vendor Coordinator, official service contractor, or the exhibit facility, their members or representatives, and/or employees thereof will be responsible for injury for loss or damage that may occur to the exhibitor or the exhibitor employee or property any causes whatsoever prior, during, or subsequent of the period covered by this application/contract. GJA, its agent and employees, will not be liable for failure to hold the exposition as scheduled. Payments for exhibit space will be returned in that event. Any actual expenses incurred in connection with the exposition will be deducted if it is called off ninety (90) days or less prior to the opening date because of fire, or any act of God, or the public enemy, or strike, or any law, or regulation, or public authority, which makes it impossible or impractical to hold the exposition. Exhibitors agree to maintain such insurance that will fully protect the exposition management from any and all claims of any nature whatsoever including claims under the Workman's Compensation Act, and for personal injury, including death which may arise in connection with the installation, operation, or dismantling of the exhibitor's display. Damage to inadequately packed property is the exhibitor's own responsibility. Damage to the facility housing the exposition, caused or done by the exhibitor shall be replaced or repaired by the exhibitor. Additionally, the exhibitor agrees to protect, save and hold harmless the Georgia Jail Association and the facility housing the exposition, or any part thereof, directly or indirectly or indirectly. Exhibitors are advised to add on their existing insurance a portal-to-portal rider at minimal cost, protecting them against lost/damages of their material by fire, theft, accident, etc.

- **Admissions:** The Georgia Jail Association shall have sole control over all admissions of persons into the vendor show. All persons visiting the exhibit area will be admitted according to the rules and regulations of the vendor show/expositions.
- **Hospitality suites/private parties:** No exhibitor may sponsor a hospitality suite or private party for conference participants that competes with exhibits, seminars, and other official conference events.
- **Amendment to regulations:** Any and all matters and questions not specifically covered by the articles in this contract shall be subject to the decision of the Georgia Jail Association's Vendor Coordinator. The aforementioned items covered by this contract may be amended at any time by the management in interest of the exposition and notice thereof shall be binding on exhibitors equally with the forgoing rules set forth in time.

Exhibitor signature/Date

