

The Philadelphia National Candy Gift & Gourmet Show

Phone: 770-727-0520 / Fax: 877-722-6123 / www.phillycandyshows.com



Candy Gift & Gourmet

BOOTH SPACE APPLICATION / CONTRACT (Updated 10/18/17)

S H O W

Saturday, Jan. 6th - Monday, Jan. 8th, 2018 at Greater Philadelphia Expo Center

Complete this application and fax or mail form to:

Global CIF, 1690 Stone Village Lane, Suite 321

Kennesaw, GA 30152

Phone: 770-727-0520 Fax: 877-722-6123

Send application to

kathydarnell@globalcif.com

Payment Schedule

50% deposit (of total) due upon receipt of this contract.

Balance of payment due November 16, 2017

+100% payment due if reserving space after November 16, 2017.

Exhibit spaces contracted are subject to cancellation unless payments are received by deadlines listed here. To avoid cancellation and/or relocation, issue payments by deadlines.

Exhibit Space Rental Fee

Number of Basic Booths requested x \$1,200 per Basic Booth = \$

Number of Full Booths requested x \$1,300 per Full Booth = \$

Booths reserved after November 21st 2017, add: x \$100 per Booth = \$

Corner Booth fee: \$ 150.00 \$

RCAP Associate Member Fee: \$75.00 \$

Co-Exhibitor Fee: \$350.00 x Per Company \$

Buyer's Guide Ad (please complete Buyers Guide Ad Form)

TOTAL DUE \$
BOOTH DEPOSIT \$
BALANCE \$

PLEASE PRINT CLEARLY

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

We need your email address so you can log in and create your listing in the printed buyers guide and exhibition hall badges.

Products Displayed: \_\_\_\_\_

Booth Space Request: Booths are assigned on a first come, first served basis. (call or email for availability)

1st Choice: \_\_\_\_\_ 2nd Choice: \_\_\_\_\_ 3rd Choice: \_\_\_\_\_

We would like to be near: \_\_\_\_\_ We do not wish to be near: \_\_\_\_\_

Please list any competitors: \_\_\_\_\_

Payment (Select from the following options)

- Please find my check attached (payable to Philadelphia National Candy, Gift and Gourmet Show) or
Please charge my Visa, MasterCard, or American Express on:
The attached Credit Card Authorization Form.

I/We hereby apply for booth space in the above-named show. If accepted, I/We hereby agree to abide by the show terms, conditions and regulations printed on reverse side.

Signature \_\_\_\_\_ Date \_\_\_\_\_

# PHILADELPHIA NATIONAL CANDY, GIFT AND GOURMET SHOW

## EXHIBITOR RULES, REGULATIONS AND CONDITIONS

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### BOOTH Package Information

All Booths are 10' x 10' unless otherwise specified on invoice. Two packages are available:

**Basic Booth Package** includes: Sign (7" x 44") with booth number & name  
Rear Curtain (8' High) and two 3' side curtains

### Full Booth Package Includes:

Sign (7" x 44") with booth number & name  
Rear Curtain (8' High) and two 3' side curtains

- (2) 8' Tables - skirted
- (1) 6' Tables - skirted
- (1) 4' Table - skirted
- (2) 4' Risers - skirted in white
- (2) 6' Risers - skirted in white
- (2) Hotel Type chairs
- (1) Wastebasket

### Assignment of Exhibit Space

Management will make assignment of space guided by established exhibitor seniority and by requirements of individual exhibitors, maintaining a proper classification of exhibits and a uniform appearance of displays. Management reserves the right to rearrange floor plan and/or relocate any exhibit as deemed necessary.

### Booth Payment

**Booth PAYMENT MUST BE PAID 30 DAYS PRIOR TO THE FIRST DAY OF THE SHOW.** Booths not paid for by the due date will be assigned to exhibitors desiring them. All exhibitors renting space one month prior to show opening will be required to pay in full by credit card.

### Show Directory Listing

Exhibitors will only be listed in the Buyer's Guide (Show Directory). Each exhibiting company will receive one listing. Only the name of the exhibiting company may appear in the Buyer's Guide. Exhibitors renting space later than one month prior to show opening will not be guaranteed a listing in the show directory.

### Operation of Exhibits

All exhibits must be set up by the opening of the show on Saturday. All crates and cartons must be placed in aisles with empty stickers attached two hours prior to show opening on Saturday. Exhibit space not occupied two hours before Saturday's opening deadline will revert back to The Philadelphia National Candy Show, for use as they see fit. Exhibits must remain fully intact until the official show closing time. Breaking down booths prior to closing will result forfeiture of future opportunity to exhibit in future Shows.

### Show Hours

Saturday: 10 a.m. - 5 p.m.  
Sunday: 10 a.m. - 5 p.m.  
Monday: 10 a.m. - 3 p.m.

### Installation of Exhibits

Check Exhibitor Service Kit for Move-In times

### Removal of Exhibits

All exhibits must remain intact until final closing, at which time dismantling and packing is to begin and to continue until finished. Check Exhibitor Service Kit for current Move-Out times. Exhibitors will complete all arrangements for the prompt pickup of all outbound shipments. To assist exhibitors in this respect a representative will be in attendance at the Service Desk. Dismantling of Displays prior to Official Closing time is cause for expulsion from future shows.

### Subletting/Sharing Exhibit Space

Exhibitor shall not assign or sublet any space allotted to him and not advertise goods other than those manufactured or distributed by him without the prior written consent of The Philadelphia National Candy Show.

### Exhibitor Badges

For the proper identification of exhibitor personnel manning exhibit, a badge will be issued for each attendant staffing the booth. The maximum number of Exhibitor Badges is 4 per 10' x 10' booth space. Exhibitors are responsible for registering all booth personnel before show opens.  
**NO GUEST BADGES WILL BE GIVEN.**

### Exhibit Space Content Requirements

Products exhibited must be manufactured by or exclusively for distribution by the exhibitor. All such product must bear the exhibitors' brand or trademark. No products or services that are deemed inappropriate for family viewing may be included in exhibitor displays. The Philadelphia National Candy Show reserves the right to require removal of objectionable materials or close exhibit space not in compliance with exhibit regulations. Please be conscious of your sound levels. Keep in mind how closely you and your neighbors are working and extend the same courtesy you would expect regarding sound levels. The Philadelphia National Candy Show reserves the right to determine how much sound is appropriate and to require the reduction or elimination of offending sound. No part of any display including signs, shall be in excess of eight feet in height. All exposed (unfinished) back and sides of exhibits (outer surfaces) must be smooth, flush-finished and painted white or draped. All flammable materials must be flame proofed before being taken into the building, to the end that such materials withstand the test of all inspection authorities. Exhibitors must confine their activities to their booth area. **NO PART OF EXHIBIT MAY BE IN AISLE.**

### CANCELLATION

All cancellations must be made in writing (return receipt requested) and will become effective when received by The Philadelphia National Candy Show. Should the exhibitor cancel any or all of its space the following penalties apply: Prior to 120 days before show - No penalty 120 to 60 days before show - \$2.75 per square foot penalty 59 days before show - no refund.

Responsibility for Exhibitor Property the Philadelphia National Candy Show will not be responsible for loss, theft or damage to an exhibitor's booth or merchandise. Exhibitors understand that they are responsible for securing their property and are advised to insure their property at their expense.

### SPECIAL REGULATIONS

Exhibitors may not sell merchandise "over the counter" at any booth or deliver same into the hands of any buyer during the show. Any solicitation/activity outside of the Exhibit Hall before the daily Show closing hour is unacceptable, since this is obviously unfair to all exhibitors. Exhibitors will not distribute bags, boxes or other containers; Exhibitors will not use sound amplifying equipment; Exhibitors will not erect signs or displays which obstruct view of adjacent booths; Exhibitors will not operate machines with noise or odors that would be offensive to other exhibitors or attendees. Exhibition Hall is closed to EVERYONE fifteen minutes after the 5:00 p.m. closing time on Sunday and Monday.

Well behaved children will be admitted to the Show IF accompanied by an adult exhibitor or attendee. Strollers will not be permitted on the show floor.

There will be no box storage unless shipment is sent to the Service Contractor for delivery.

### DUE TO FIRE MARSHALL REGULATION THERE WILL NOT BE ANY SMOKING PERMITTED ON THE SHOW FLOOR.

All electrical needs with your booth must be paid for by the individual exhibitor (in advance if the special rate is to be guaranteed).

By submitting this application, I understand that Philadelphia National Candy Gift & Gourmet Show & RCAP may take photographs, videos or recordings of Philadelphia National Candy Gift & Gourmet Show events, which may include my likeness or participation and may reproduce them in Philadelphia National Candy Gift & Gourmet Show educational, news or promotional material, whether in print, electronic or other media. By participating in the Philadelphia National Candy Gift & Gourmet Show I hereby grant Philadelphia National Candy Gift & Gourmet Show & RCAP permission to make, use and distribute such items and I waive any rights to seek payment or compensation.