



## Exhibitor Application & Contract

Application for exhibit space at the Family News Summit, LLC. This is a public showing held at the Tysons Corner Marriott, at 8028 Leesburg Pike Vienna, VA 22182 on Saturday, July 17, 2010 from 8:00AM to 3:30PM.

Complete this section, as it should be published: *(Please type or print clearly)*

Exhibitor: \_\_\_\_\_

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

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Merchandise to be sold and/or distributed: (Complete description of all products or services to be exhibited)

\_\_\_\_\_

\_\_\_\_\_

Exhibit spaces are \$400 *(Booth space will be assigned in the order that applications and deposits are received)*  
 An exhibit retainer fee is \$200 and is non-refundable. Full balance is due not later than January 31, 2010  
*(No space assignment will be issued without a 50% retainer fee received)*  
 Exhibit space is 6' x 30'

Attached is my certified check, money order payable to: AMS, INC.

50% Table retainer fee \$ \_\_\_\_\_ 100% Table payment \$ \_\_\_\_\_ Online receipt number is: \_\_\_\_\_

Marketing Special Selection: \_\_\_\_\_ Total: \_\_\_\_\_ (example: Platinum Sponsorship)

Additional advertising at Tradeshow: \_\_\_\_\_ Total: \_\_\_\_\_ (example: Souvenir Book)

We fully understand that this form shall become a binding contract upon acceptance of exhibit space by the applicant and is subject to the terms and conditions and rules regulations set forth herein and on the reverse side. Upon execution of this application and contract for exhibit space, any previous verbal agreement is considered null and void, and all parties will be bound by terms of this application and contract for exhibit space on acceptance of contract.

Applicant's Authorized Signature, Title and Date: \_\_\_\_\_

**Mail the original contract to Tradeshow: 12138 Central Avenue, Suite 255, Mitchellville, MD 20721.**

Email [ProgramDirector@FamilyNewsSummit.com](mailto:ProgramDirector@FamilyNewsSummit.com) that contract is in the mail & inform us of your requests. Payment can be sent with contract or pay On-line at [www.FamilyNewsSummit.com](http://www.FamilyNewsSummit.com) Checks and Cashier Checks will be accepted until June 14, 2010. Afterwards payment by On-line or Post Office Money Order only. Upon receipt of payment and contract, confirmation will be provided.

\*\*\*\*\*  
 FOR OFFICE USE ONLY

Acceptance of Application - This contract for exhibit space is accepted and space is assigned as defined below.

Space Assigned: \_\_\_\_\_ Approved: \_\_\_\_\_

50% \$ \_\_\_\_\_ Amount Payment Received Date \_\_\_\_\_ Level of Participation \_\_\_\_\_

100% \$ \_\_\_\_\_ Amount Payment Received Date \_\_\_\_\_ Level of Participation \_\_\_\_\_

Cancellation policy: Must cancel within 48 hours in writing to Management no later than May 1, 2010. Anytime afterwards, you forfeit your deposit.

(803) 319-3715 Email: [ProgramDirector@FamilyNewsSummit.com](mailto:ProgramDirector@FamilyNewsSummit.com) Website: [www.FamilyNewsSummit.com](http://www.FamilyNewsSummit.com)

Attention: Tradeshow 12138 Central Avenue, Suite 255, Mitchellville, MD 20721



## INFORMATION SHEET

New up-and-coming entrepreneurs and well-established business people, as well as representatives for professional clubs, health care and trade organizations, are invited to participate in the Family News Summit. During the course of event, the Master of Ceremony (MC) will introduce businesses and projects. More importantly, everyone will have an excellent opportunity to make new connections. New businesses and entrepreneurs can expand their horizons. This is the starting event that brings it all together. This Summit will be held annually and is designed specifically to highlight and enhance family living, marriage, child development, new technology, health & fitness, investments, entrepreneurship, and much more. Our focus is on issues and concerns that are important to the family and community with today's challenges. Be sure to bring along plenty of brochures, business cards, flyers, coupons, etc., which describe your business or projects. This is the event you don't want to miss, so don't delay your registration.

### SEVEN REASONS WHY YOU SHOULD PARTICIPATE, ATTEND OR SUPPORT THIS SPECIAL EVENT:

1. The opportunity to inform people of your products and/or services.
2. Immediate contact with families of Washington DC Metropolitan Area.
3. Efficient networking, Approx. 50 Exhibitors.
4. The opportunity to arrange profitable sales and business deals.
5. Traffic should consist of approx. 3,000 to 5,000 people.
6. Live Radio Broadcast of the event via **FamilyNewsRadio.com**
7. Promoted on the web & magazines 6 months before the event

### Family News Summit 2010

**Summit Location:** Tysons Corner Marriott, 8028 Leesburg Pike, Vienna, VA 22182

**Date:** Saturday, July 17, 2010. Summit Hours: 8:00a.m. – 3:30p.m.

**Exhibitor:** All Businesses are encouraged to participate in this grand event regardless of your company's size or budget. Return the exhibitor contract and/or Souvenir book application forms as soon as possible to reserve your space! (*All exhibitors must check-in on site by 6 am. Failure to check-in before start of trade show may result in the forfeiture of Family News Summit exhibit space without refund.*)

**Table Fees & Payments:** Applications will be processed when received. We require a Retainer Fee payment of 50% of the total table cost at time of application for those renting a table. Full and final payments will be due January 31, 2010.

**Table Size:** 6' x 30': (*Table selection is based on the prompt receipt of your application with payment.*)

**Table Size:** 6' x 30': (*Purchasing of two tables is acceptable to create an island. As a result, an additional \$300.00 fee will be required for the additional table.*) Early reservation is required to ensure location for your table layout is available.

### Hotel Room Reservation:

Reservations by Exhibitors and attendees must be received on or before, Saturday, June 1, 2010 (the "Cutoff Date"). At the Cutoff Date, Hotel will review the reservation pickup for the Event, release the unreserved rooms for general sale, and determine whether it can accept reservations based on a space and rate available basis at the Family New Summit group rate after this date.

Cut and paste the link below into Explorer Address line to make your reservation on line.

<http://www.marriott.com/hotels/travel/WASTC?groupCode=FAMFAMA&app=resvlink&fromDate=7/16/10&toDate=7/18/10>

If you wish to make your reservation by phone, call 1-800-228-9290. Please be sure to inform them you belong to the **"Family Summit Service Room Block"** in order to receive the discounted group room rate of \$99.00 plus tax per night.

\*Room reservations MUST go through Marriott reservation services to receive the group rate. Family News Summit will not make any reservations. Room rate is separate from fee for exhibitor table.

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## INFORMATION SHEET

**Table Sharing: Exhibitors may share a table with another exhibitor pending approval.** Please refer to the following rules and procedures if you request to share a table: Total Table Rental \$600.00

- Each “sharing” exhibitor must complete a separate application.
- Applications from sharing exhibitors must be submitted together when the initial table is reserved.
- Additional table shares will not be added after the table is reserved.
- Sharing companies that submit their application together will be listed separately in the Summit Guide.
- One company must make table payment in full and will be recognized as the primary exhibiting company.
- The primary/paying exhibitor is responsible for submitting all necessary documents.
- The primary/paying exhibitor will be the responsible party for both exhibitors.

**Marketing** to the masses (approximately 3,000 to 5,000) through **FamilyNewsRadio.com** & Family News Summit can be a daunting task. What works best for one company, may not work as well for another. Our intention is to try to accommodate the varying needs. We have six unique marketing avenues: Advertise on Main Stage Signage, Souvenir Book, Stage Presentations, Website Advertising, Live Radio Broadcast Advertisement and Event Bag inserts.

**Advertise on Stage Signage:** Advertising on the Stage Signage is one of the best ways to increase traffic to your booth and highlight your products at the Summit. Ad materials must be received by deadline date of March 15, 2010. **50% deposit due at signing of contract** and Balance is due by March 15, 2010 - REFUNDS WILL NOT BE GRANTED. Please contact us for pricing.

**Souvenir Book:**, and well into the next decade. These books are kept by attendees as collectable souvenirs and shared with friends at home, allowing your Ad to be noticed time and time again! We will sell only a limited number of Ads, so reserve your space today.

- Full Page Ad: (5 ½ x 8 ¼) \$800.00
- ½ page Ad: (4 ¼ x 3 ½) \$450.00
- ¼ page Ad: (2 ¼ x 3 ½) \$350.00
- Business Profile (with verbiage): (2 ¼ x 2 ¼) \$250.00
- Photo Business Card Ad: (2 ¼ x 1 ½) \$150.00
- Family News Summit Business Directory (Name, phone, and email only): \$20.00

Ad materials must be received by deadline date of March 15, 2010. **50% deposit due at signing of contract** and Balance is due by March 15, 2010 - REFUNDS WILL NOT BE GRANTED. Please contact us if you have any questions.

**Free Stage Presentations:** We will feature a stage with ongoing Key Note speakers and entertainment. We will schedule you to present your business/service for 1 minute of stage time. Time slots are limited, so please register for your exhibit space early. You will be notified of your time slot with your confirmation materials.

**Website Advertisement:** Is available. Please contact us for more information.

**Family News Summit Web Directory:** Is available. Please contact us for more information

**Event Bag Insert:** \$100.00 for 2000 inserts. Limit to 12 organizations. Inserts are provided by the exhibitor by April 1, 2010.

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## Family News Summit 2010 Marketing Specials

- Family News Summit 2010- Table: \$400.00 (\$200.00 Deposit Required) Balance of \$200.00 is due by Jan 31, 2010.
- Non-profit organizations only table: \$300.00 (\$200.00 Deposit Required) Balance of \$100.00 is due by Jan 31, 2010.

### **If you purchase a table for Family News Summit 2010 you can choose a category below:**

Payment for all categories is due at time of signed agreement.

- A. 1 Family Coupon in **FamilyNewsRadio.com** (2 quarters) (\$400)- 25% off cost is \$300.00
- B. \*40 radio spots – (30 second spots) for 1 quarters (\$360)- 25% off cost is \$270
- C. \*120 radio spots- (30 second spots) for 2 quarters (\$480)- 20% off cost is \$384
- D. \*\*\*Banner Ad on Family News Summit website– 194x38 for 8 months (\$30)

\*Radio Promos are restricted to ONE (1) promo that is to run the entire length of time noted.

\*\*If a Promo is needed to be created, cost will be \$50.00 due at time agreement.

\*\*\*Cost to create Banner is \$68.00 due at time of agreement.

### **Internet Radio Specials (50% deposit due at signing of contract)**

Reg. \$1125 / (75) – thirty-second spots / Now \$900

Ask about the Start-up kit for \$190 / (47) thirty second spots

**Special Bonus: Free Table at Family New Summit 2010- \$400 Value**

### **Full Packages Specials**

#### **4 for 4 Package reg. \$955 Now \$755 (50% deposit due at signing of contract)**

Internet Radio / (40) –thirty-second spots

Magazine Family coupon for 3 months

Web Banner Ad on FamilyNewsRadio.com website 164x272

30 second Video of your business on web directory

**Special Bonus: Free Table at Family New Summit 2010- \$400 Value**

#### **3 for 3 Package reg. \$700 Now \$550 (Payment due in full at signing of contract)**

Internet Radio (20) – thirty-second spots

FNR Web Directory & Magazine for 3 months

E-blast / 100 Names (additional names at \$0.50 each)

**Special Bonus: Free Table at Family New Summit 2010- \$400 Value**

#### **2 for 2 Package reg. \$650 Now \$300 (Payment due in full at signing of contract)**

Internet Radio (10) – thirty- second spots

(10) Shirts and (10) Hats with Logo (set up fee additional if required)

**Special Bonus: 10% off all other Promotional Products**

All ad materials must be received by deadline date of March 15, 2010. Balance is due with ad materials by March 15, 2010. - Refunds will not be granted

Additional Services available for additional fees: Check all that apply. Include additional fees with your payment.

- Easel – \$10.00
- Extension cord - \$15.00
- Internet connection - \$85.00

All Pricing is Subject to Change without Prior Notification

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## Company Sponsor

### Platinum Sponsor- \$3,000.00

- Full Page Ad in the **FamilyNewsRadio.com** Magazine
- (40) thirty-second Radio spots on **FamilyNewsRadio.com**
- Web Banner on Family News Summit website: 259x120
- Advertisement on t-shirts
- 3 minutes of Live Broadcasting from Family News Summit 2010
- Business Profile Ad in Family News Summit 2010 Souvenir Book
- 5 Free Family News Summit 2010 Souvenir Books
- (1) 6 x 30 Table at the Family News Summit 2010
- Logo on banner over stage area at the Family News Summit 2010

### Gold Sponsor - \$2,500.00

- Half Page Ad in the **FamilyNewsRadio.com** Magazine
- (10) thirty-second Radio spots on **FamilyNewsRadio.com**
- Web Banner on Family News Summit website: 194x38
- Advertisement on t-shirts
- 3 minutes of Live Broadcasting from Family News Summit 2010
- Business Profile Ad in Family News Summit 2010 Souvenir Book
- 3 Free Family News Summit 2010 Souvenir Book
- (1) 6 x 30 Table at the Family News Summit 2010
- Logo on banner over stage area at the Family News Summit 2010

### Silver Sponsor - \$1,500.00

- Business Profile Ad in the **FamilyNewsRadio.com** Magazine
- Advertisement on t-shirts
- Business Profile Ad in Family News Summit 2010 Souvenir Book
- 1 Free Family News Summit 2010 Souvenir Book
- (1) 6 x 30 Table at the Family News Summit 2010

### Bronze Sponsor- \$1000.00

- Family Coupon Ad in the **FamilyNewsRadio.com** Magazine
- Advertisement on t-shirts
- Business Profile Ad in Family News Summit 2010 Souvenir Book
- 1 Free Family News Summit 2010 Souvenir Book
- (1)6x30 Table at the Family News Summit 2010

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Payment can be sent with contract or pay On-line at [www.FamilyNewsSummit.com](http://www.FamilyNewsSummit.com) Checks and Cashier Checks will be accepted until June 14, 2010. Afterwards payment must be On-line or Post Office Money Order only. Upon receipt of payment and contract, confirmation will be provided.

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## RULES AND REGULATIONS

### 1. SHOW MANAGEMENT

The word "management" as specified in this contract, shall mean Family News Summit and Management Team. Management includes any agents, officers or employees who have been authorized to act for it.

### 2. EXHIBIT CONDITIONS

Exhibitors shall be bound by all pertinent laws, codes and regulations of municipal or other authorities having jurisdiction over the exhibit facility or the conducting of said exhibit, together with the rules and regulations of the owners and/or operators of the facility in which the exhibition is held.

### 3. CANCELLATION AND REFUND POLICY

The reservation retainer fee is non-refundable. To cancel exhibit space, request must be in writing within 48 hours to Management no later than May 1, 2010 prior to the event or forfeit the total rental. No refunds will be distributed after this time.

### 4. INSURANCE

The exhibitors shall carry their own insurance. Management and the exhibition facility assume no responsibility for the safety of the properties of an exhibitor, its officers, agents or employees from theft, damage by fire, accident or any other cause whatsoever, and the exhibitor expressly agrees to save and hold harmless Management, the sponsor, and the exhibition facility and their respective management, agents and employees from any and all liability resulting from injuries or damage to exhibitor, its agents, employees, persons and/or properties in connection with the exhibitor's use of exhibit space.

### 5. EXHIBITOR INFORMATION GUIDE

Management will furnish an Exhibitor Information Guide to the exhibitor prior to the exhibition. This guide will include specifications for, exhibition hours, setup hours, security, etc. This guide is to be read over carefully by the person in charge of preparing for the show.

### 6. TABLES

Management provides a standard table package (6' x 30' table and two chairs). If an exhibitor plans to install a completely constructed display of such a character that the exhibitor will not require or desires use of standard booth equipment, no part thereof shall so project as to obstruct the view of adjacent booths.

### 7. TAXES AND LICENSES

Exhibitors shall be responsible for obtaining any licenses, permits, or approvals required under local, state or federal law applicable to their activity at the exhibition. Exhibitors shall be responsible for obtaining any tax identification numbers and paying all taxes, license fees or other charges that shall become due to any governmental authority in connection with their activities at the exhibition.

### 8. LIMITATION OF LIABILITY

The Exhibitor agrees to indemnify and hold harmless the Management, the Co-Sponsors, Owner, Exhibition Hall Facility, and City in which this Exhibition is being held, and their Officers, Agents and Employees, against all claims, losses, suits, damages, judgments, expenses, costs and charges of every kind resulting from its occupancy of the space herein contracted for by reason of personal injuries, death, property damages or any other cause sustained by any persons or others. The Management shall not be responsible for loss or damage to displays or goods belonging to exhibitors, whether resulting from fire, storm, acts of God, theft, pilferage, mysterious disappearance, bomb threats or other causes. All such items are brought to the Exhibition and displayed at show and dismantling, and Exhibitor agrees that the provision of such services constitutes adequate discharge of all obligations of the Management to supervise and protect Exhibitor's property within the Exhibition. Exhibitors may furnish additional guards at their own cost and expense only with prior approval by Management. The Exhibitor agrees that Management shall not be responsible in the event of any errors or omission in the listings in the Souvenir Issue and in any promotional material. Exhibitor agrees to indemnify Management against and hold it harmless for any claims and for all damages, costs and expenses, including, without limitation, attorneys' fees and amounts paid in settlement, incurred in connection with such claims arising out of the acts of negligence of Exhibitor, his Agents or Employees.

### 9. DEFAULT IN OCCUPANCY

If exhibition space is not occupied by the time set for completion of installation of displays, such space may be possessed by Management for such purposes as it may see fit.

### 10. DAMAGE TO PROPERTY

Exhibitor is liable for any damage caused to exhibition facility grounds, columns, or to standard booth equipment, or to other Exhibitor's property. Exhibitor may not apply paint, lacquer, adhesives or other coating to ground, or standard booth equipment.

I Agree to Terms: \_\_\_\_\_ Date \_\_\_\_\_

Print Name: \_\_\_\_\_

Name of Company: \_\_\_\_\_ Title \_\_\_\_\_

Contact Telephone: \_\_\_\_\_ Alternate Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

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