



NOTE: The 2021 Convention is Tuesday-Friday. Exhibit Hall opens on Wednesday and closes on Thursday.



www.gulfisri.com

EXHIBIT SPACE FORM

CHECK/MONEY ORDER

2021 ANNUAL SUMMER CONVENTION & EXPOSITION • JUNE 8-11, 2021 - HYATT REGENCY HILL COUNTRY RESORT & SPA SAN ANTONIO

*NOTE: This form is for payment by check or money order only.
You may also register online (after Feb 5) by going to our website, www.gulfisri.com. Visa & MC accepted.*

EXHIBITORS

Company: _____

(Please list all information as it should appear in the convention program)

Address: _____

City, State, Zip: _____

Phone: _____ Fax: _____ E-mail: _____

Co. Website: _____

Contact Name (Print): _____ Signature: _____

Contact person will receive all correspondence, invoices and Freeman Exhibition Services Kit. Signature allows your contact information to be included in convention program.

BOOTHS

Sponsors will have preference in booth choice until February 28, 2021. Booth assignments will be made on a "first-paid" basis.

We prefer to NOT be located near the following companies: _____

Booth location choices: 1st Choice _____ 2nd _____

NAME BADGE FOR TWO COMPLIMENTARY CONVENTION REGISTRATIONS

Name 1: _____ E-mail: _____

Name 2: _____ E-mail: _____

NOTE: Name 1 and corresponding email will be used in the convention program.

PAYMENT

Rates — Check Box (standard single booth size is 10' x 10' and includes one (1) - 6' white skirted table, 2 side chairs, 1 wastebasket and a 1-line company ID sign).

ISRI Member \$1,250 (Includes 2 full convention registrations)

Non-ISRI Member \$2,000 (Includes 2 full convention registrations)

INSURANCE REQUIREMENTS ►

COMPLETE THIS FORM AND MAKE CHECKS PAYABLE TO: ISRI GULF COAST CHAPTER

c/o Alton Schaubhut, PO Box 561283, Dallas, TX 75356

CANCELLATION: We must receive written notice of cancellation. There is a \$200 processing fee for all cancellations. No refunds after April 30, 2021.

In the event COVID-19-related state restrictions or guidelines prevent the ISRI Gulf Coast Chapter ("Chapter") from holding an in-person convention in June 2021, the Chapter will refund ALL registration and sponsorship fees to attendees IN FULL with no penalties or administrative fees. Provided the Chapter refunds you in full, you agree not to seek, nor shall you be entitled to, additional relief.

IMPORTANT: Please sign and return this form. You will receive your booth assignment(s) prior to the convention by email.

We, the undersigned, have read, understand, and agree to all the provisions on this form.

Authorized Signature: _____ Date: _____

Print Name: _____ Title: _____

PLEASE DO NOT WRITE IN THIS BOX

Application rec'd _____ Exhibit space(s) assigned _____ Total # booths _____ Payment _____

QUESTIONS? Contact Lisa Ness Wilson • Cell: 910-988-9888 • Email: MeetingsByDesign1@gmail.com



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EXHIBIT SPACE FORM, *continued*

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The following insurance is required of the Exhibitor:

(1) Comprehensive General Liability Insurance (Broad Form) or Commercial General Liability Insurance including Personal Injury Liability, Independent Contractor's Liability, and Contractual Liability, covering, but not limited to, all costs, expenses, and reasonable attorneys fees for The Westin Galleria Houston and/or the Authority in the event either or both are made a party to litigation relating to this Agreement unless it is judicially determined that either or both were the sole source for damages, with limit of liability for bodily injury and property damage of not less than \$1,000,000 combined single limit.

(2) Workers Compensation and Employers' Liability Insurance shall be provided with Texas Statutory Limits as will protect the Authority and The Westin Galleria Houston from claims under the Texas Worker's Compensation Act, and (whenever applicable) the Federal Longshoremen's and Harbor Worker's Compensation Act. The limit of liability under the Employers' Liability Section of the Worker's Compensation Insurance policy(ies) required hereunder shall be in the amount of: Bodily Injury by Accident - \$100,000 each accident; Bodily Injury by disease - \$500,000 policy limits; Bodily Injury by disease - \$100,000 each employee. Whenever applicable, protection shall be provided for liability under the Jones Act, in the amount of \$1,000,000.

(3) Comprehensive Motor Vehicle Liability Insurance shall be provided with the limits of not less than \$500,000 for all injuries and/or deaths resulting from any one occurrence. The limit of liability for property damage shall not be less than \$500,000 for each occurrence. Such insurance shall include coverage for loading and unloading hazards.

(4) Fire Legal Liability in the amount of \$100,000 is required. All coverages shall be issued by an insurance company duly authorized to conduct business in the State of Texas and with A.M. Best rating of A:VII or better.

INSURANCE REQUIREMENTS

All exhibitors **MUST** supply Certificate of Liability Insurance by April 30, 2021.

Certificates can be emailed to Lisa Wilson (contact info at bottom of form).

All General Liability Certificates **MUST** include:

ADDITIONAL INSURED:

- 1.) ISRI Gulf Coast Chapter
- 2.) Hyatt Regency Hill Country
- 3.) Meetings by Design, LLC
- 4.) Freeman Decorating

DISMANTLE AND MOVE-OUT INFORMATION

As a courtesy to those attending ISRI Gulf Coast Chapter Summer Convention & Expo and to fellow exhibitors, NO displays may be dismantled prior to the official closing of the expo at 6:30 PM, Thursday, June 10. Such activity will be considered a violation of the ISRI Exhibition Rules and penalties will apply.

In addition, ALL exhibitor materials must be removed from the exhibit facility by 11:00 PM on Thursday, June 10. Penalties may apply directly to the exhibitor by the Hotel AND the Decorator for those who have not moved out by deadline.