



**38th Annual Tuskegee Airmen, Inc.  
National Convention**

*Honoring Our Heroes--Past, Present, and Future*

**EXHIBIT HALL  
EXHIBITOR BOOTH CONTRACT**

**38<sup>th</sup> Annual National Convention**

Palace Station Hotel and Casino, 2411 West Sahara Avenue, Las Vegas Nevada 89102

**August 6-9, 2009**

Please complete the form and send in money order, or credit card information to the address below.

Tuskegee Airmen, Incorporated (TAI) reserves the right to assign exhibit booth space. Pre-registration for space rental of a 10 x 10 exhibit booth is \$200.00. If received after June 30, 2009, booth rental is \$300.00. **DEADLINE IS JUNE 30, 2009.**

Refer questions to [rdjr@cox.net](mailto:rdjr@cox.net) or call 402.292.8912.

In consideration for the use of exhibit space, enclosed is a **money order or credit card number** in the amount of \$\_\_\_\_\_ for the rental of \_\_\_\_ booth(s). Grand Total plus 7% = \$\_\_\_\_\_ for payments made with a credit card. Full payment must accompany this contract.

**Booth space cancellations must be in writing. Cancellations prior to June 30 receive a 50% refund. Rental fees for cancellations after June 30 will not be refunded.**

**FORM OF PAYMENT:**  Money order (payable to: Tuskegee Airmen, Incorporated)

VISA  MASTERCARD  AMEX

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Card Number

Expiration Date

Security Code

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Name on Credit Card (*Print*)

Authorized Signature

I (Full Name) \_\_\_\_\_ authorize TAI to process the above credit card for the amount shown.

Please return signed contract with payment to: TAI/ Exhibit Hall Registration  
123 Bellevue Blvd South  
Bellevue NE, 68005-2440

Name of Exhibiting Company/Agency: \_\_\_\_\_

Name to appear on Booth \_\_\_\_\_  
(Limit 35 characters)

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

Phone( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_ E-mail \_\_\_\_\_

Web Address \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_  
Individual who is authorized to make this commitment for your organization/business

Signature \_\_\_\_\_

I hereby agree to the rules and regulations of TAI as set forth in this contract

Booth Manager \_\_\_\_\_  
(Person to receive confirmation, exhibitor kit and all correspondence)

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

Phone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_ E-mail \_\_\_\_\_

Categories:  Military  Business  Health  Non-Profit  Other

Exhibit Booth: Please list names of all persons to receive exhibitor badges.

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

5. \_\_\_\_\_ 6. \_\_\_\_\_

**For Additional Information Contact:**  
**Bob Rose at – [rdrjr@cox.net](mailto:rdrjr@cox.net)**  
**or 402.292.8912**

## EXHIBIT INFORMATION AND REGULATIONS

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This section becomes a part of the executed contract between the Exhibitor and Tuskegee Airmen, Incorporated (TAI).

### SPACE ASSIGNMENT

This contract for exhibit space must be executed and dated by a duly authorized agent of the exhibitor. Full payment must accompany the contract. Please make your reservations prior to **June 30, 2009**. Notification that your space has been reserved will be returned to you after TAI has confirmed your payment and space assignment.

### EXHIBIT BOOTH SIZE AND STRUCTURE

The baseline exhibit booth is a 10'x10' single space. Additional space is charged in multiples of the 10'x10' allocation. Each table will be skirted and comes with 2 chairs- waste basket if desired and incidental electricity. Heavy electrical needs will require additional set-up. Exhibit must be confined within the area of space issued to the exhibitor and cannot obstruct the view of the surrounding exhibits or exhibitors. \*Note: Tables will be located in Foyer (high traffic) with little security for inventories. **Each exhibitor must maintain at least one attendant in his/her booth during hours of operation.**

### EXHIBIT SCHEDULE

	<b>DAYS, DATE</b>	<b>OPEN/CLOSE</b>
Setup	Thursday, Aug, 6	11:00AM – 9:00PM
	Friday, Aug, 7	9:00AM – 9:00PM
	Saturday, Aug, 8	9:00AM – 9:00PM
Breakdown	Saturday, Aug, 8	9:30PM - 11:30PM

**Exhibitors will be permitted entrance into the exhibit area daily one hour prior to opening and forty-five minutes immediately after closing.**

### EXHIBIT EQUIPMENT AND FURNITURE

**Exhibitors are responsible for any shipping of merchandise and set up fees charged by the hotel providing set-up service.**

### EXHIBITOR'S BADGES

Person(s) designated by exhibit booth managers will be issued badges, which will authorize the person to enter the exhibit area one hour prior to opening and to remain for forty-five minutes after closing. **Badges must be visible at all times.**

## LIABILITY OF TUSKEGEE AIRMEN, INCORPORATED (TAI)

It is expressly agreed and understood between the Exhibitors and TAI that TAI shall be under no liability for loss of, or damage to goods and property of Exhibitors. Nor shall TAI be held liable for personal injuries to Exhibitors or Exhibitor's employees. Each Exhibitor, upon signing this agreement, expressly releases TAI from and agrees to hold TAI harmless from all such actions. Under this Hold Harmless Clause Exhibitor further agrees to indemnify TAI against any and all claims arising out of the negligent acts or omissions of Exhibitor, its agents or employees in the use of exhibit space. Exhibitor further warrants that they will obey all rules, regulations, and laws of the city of Las Vegas, NV and the Palace Station Hotel and Casino.

In addition to the convention security, TAI will provide 24-hour security in the exhibit area. However, it is advisable to ensure that exhibitors' employees are present during setup and dismantling. Valuable small articles subject to pilferage should be removed from booths during times that exhibitors are not present. No one is permitted to carry exhibitor equipment, etc. out of the exhibit area during operating hours, unless they have a property pass signed by the manager and countersigned by the TAI Convention Planning Chair. Exhibitors are advised to carry insurance against damages, loss, fire, and theft.

## MISCELLANEOUS REGULATIONS

Loudspeakers, phonographs, sound movies and megaphones that interfere with adjoining exhibits are not permissible. Location of silent movies must not interfere with other exhibitors or aisle space. All operators must conform to any regulations set forth by the Palace Station Hotel and Casino. All packing containers and wrapping paper are to be moved from the floor and stored under tables and behind displays.

Anyone not assigned exhibit spaces are prohibited from soliciting in the exhibit area. Violators of this regulation will be promptly evicted from the area.

### FOR OFFICIAL USE ONLY

Confirmation: Date Pmt Rec'd \_\_\_\_\_ Amt \$ \_\_\_\_\_  
Money Order # \_\_\_\_\_  VISA  MASTERCARD  AMERICAN EXPRESS  
Pursuant to the terms and conditions set forth in this contract, TAI hereby leases to the  
above named company exhibit booth(s) \_\_\_\_\_ at a rental fee of \$ \_\_\_\_\_  
for the TAI 38<sup>th</sup> Annual National Convention to be held August 6-9, 2009 at the Palace  
Station Hotel and Casino, Las Vegas Nevada  
Authorization Signature \_\_\_\_\_ Date: \_\_\_\_\_