

AIM Convention Exhibit Application & Contract

June 30 – July 5, 2008

- COBO Convention Center – 1 Washington Blvd., Detroit, MI - 48226

Supt. J. Drew Sheard, Chairman – Bishop Charles E. Blake, Presiding Bishop

PLEASE PRINT CLEARLY AND COMPLETELY!

Exhibit Space Price/Booth Rental
\$600.00

Business Name:			
Owner/Contact:			
Address:	City:	State:	Zip:
Office Phone:	Cell Phone:		
Email Address:			
Products/Services:			

1. Exhibit Space: 10ft x 10ft area with one skirted table, 2 chairs and a identification sign.

2. Additional Fees: All additional services that may be provided, i.e. electrical, telephone will require an additional fee. On-site orders are paid at a premium to the service provider.

3. A minimum deposit of 50% of the total cost of the spaces requested must accompany a signed contract to receive a tentative booth assignment. Confirmed booth numbers will only be given to those paid in full on or before June 1, 2008. Cashier’s Check, Money Order or Credit Card payments ONLY, will be accepted. **NO PERSONAL CHECKS!**

4. ANY APPLICATIONS RECEIVED AFTER JUNE 1, 2008, WILL BE ACCESSED A LATE FEE OF \$50.00.

5. Cancellations/Refunds: All cancellations must be done in writing before June 1, 2008. There will be NO refunds given after June 1, 2008.

6. Premium Booth Location Requests: These requests must be made in writing before **April 1, 2008**. Each applicant must submit a fully paid application with a premium fee of \$100.00, to be considered for premium location. Submitting the aforementioned, does not in any way guarantee premium locations. These requests will be handled on a “first-come, first-served” basis.

7. Each exhibit space must be paid in full before an Exhibitor will be allowed to take occupancy. This payment must be accompanied by a completed contract.

8. Exhibitor and all of their equipment must remain within the designated area assigned to them. All aisles must remain clear at all times. Each Exhibitor must respect noise limits and is responsible for all personal property.

9. Exhibitor is expected to return the area and equipment in the condition it was received. Any damages or missing items from the exhibit location will be charged to the specific Exhibitor.

10. Every Exhibitor MUST adhere to the directions of the AIM Management Team at all times. Failure to comply with such direction will result in dismissal from the event and forfeiture of all funds previously paid.

HOURS OF OPERATION	
<i>Monday, June 30 – Thursday, July 4</i>	10am – 10pm
<i>Friday, July 5th</i>	10am – 1am
- All exhibitors must vacate the exhibit area no later than Saturday, July 6th @ 12noon -	

Pricing & Payment Summary		
<i>(Please fill in this summary to reflect the complete needs for the event. Please total and enclose complete payment)</i>		
Booth Rental	\$600.00	
Telephone Line	\$300.00	
Electrical Service	\$100.00	
Premium Booth Location Fee	\$100.00	
Late Application Fee	\$50.00	
Total Enclosed:		

Please mail completed form with payment to:

AIM Exhibits – P.O. Box 240177, Milwaukee, WI 53244

For more information please contact:

Ethan B. Sheard, AIM Exhibits Coordinator

313.801.7070 or via FAX @ 313.345.2240 or by email: DOCTOREBLAKE@MSN.COM

Liability

With the signing of this contract, the Exhibitor assumes full responsibility and hereby agrees to protect, indemnify, the Church of God In Christ, Inc., and its employees and/or agents harmless against all claims, losses and damages to persons or property, charges and/or fines and/or attorney fees arising from and/or caused by the Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof. In addition, Exhibitor acknowledges that the AIM Convention or the Church of God In Christ, Inc. is not responsible for an interruption in business or any property loss or damage incurred by the Exhibitor.

My signature below hereby indicates that I have read and do understand and agrees to the terms that have been discussed. I understand that this contract contains three (3) pages and I have had the opportunity to review them all. I further understand that by signing this contract it does hereby create a binding contract.

Business Name _____

Printed Name _____

Signature _____ Date _____

If paying by Credit Card, please fill out the following:

Name on Card	
Type of Card	
Card Number	
Expiration Date	
Security Code <i>(on back)</i>	
Amount	

By signing this document I, authorize the AIM Convention to charge the aforementioned credit card for the sole purpose of securing an Exhibit Booth or Vendor Space for the 2008 Aim Convention in Detroit, MI.

Business Name _____

Print Name _____

Signature _____ Date _____

Please mail or FAX completed form with payment to:

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