



**RMLA 48<sup>th</sup> Spring Conference and Trade Show**  
**Two Rivers Convention Center**  
**Grand Junction, Colorado**  
**May 6-9, 2019**

**TABLE EXHIBIT SPACE CONTRACT**

WEDNESDAY - MAY 8, 2019

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

CO. WEB SITE: \_\_\_\_\_

**PRODUCT DESCRIPTION:**

Exhibitor will exhibit, display, and promote the following products or service.

\_\_\_\_\_

**EXHIBIT SPACE RATE:**

- Booth (10' W x 8' D) with 110v Electricity \$300.00  
Blue & White Pipe & Drape, 1 table 30 x 96 inches & chairs included
- Additional Booth Space \$200.00
- Briefcase – No Table \$150.00

This cost entitles your company and two employees participation in the Trade Show Hall and access to the attendees in the Trade Show on **Wednesday, May 8, 2019 from 4:45 p.m. to 7:00 p.m.**

**BOOTH SPACE SELECTION:**

Please consult the enclosed floor plan and list your choices for booth space below. Booths are 10 feet W x 8 feet D.

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_  
 3<sup>rd</sup> \_\_\_\_\_ 4<sup>th</sup> \_\_\_\_\_

*Exhibitor requests that, if possible, show management avoid assigning space near the following companies (Please note: any companies that may have a negative impact on the location of your exhibit.)*

\_\_\_\_\_

**PERSONNEL REGISTRATION:**

Please refer to the enclosed General Information Section for important policies & instructions. Submit the enclosed Exhibitor Personnel Registration Form with this contract.

**FEES:**

Exhibit Space \$ \_\_\_\_\_  
 Briefcase Attendee \$ \_\_\_\_\_  
 Personnel Registration \$ \_\_\_\_\_  
 (From Exhibitor Personnel Registration Form)

**EXHIBIT & PERSONNEL FEES TOTAL** \$ \_\_\_\_\_

Sponsor Discount (if applicable) \$ \_\_\_\_\_

**Adjusted Total** (for sponsors only) \$ \_\_\_\_\_

**METHOD OF PAYMENT:**

Check  Visa  MasterCard  American Express

Card No: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Signature: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Please remit to: **RMLA**  
**133 So. Van Gordon St., Suite 300**  
**Lakewood, CO 80228**  
**(303) 987-1111 – FAX (303) 986-2345**  
**rmla@nsaa.org**  
**Website: www.rmla.org**

This form must be completed and returned to the RMLA office, with the appropriate fees, by March 15, 2019 for your space to be assigned in accordance with the established priority system. After that date, space will be assigned on a first-come, first-served, space-available basis. The RMLA President and/or Trade Show Management reserves the right to assign space or change the layout without regard to established priorities when, in their judgement, such assignment is in the overall best interest of the show.

We the undersigned, having agreed to the enclosed RMLA rules and regulations, hereby incorporated into this agreement by reference, contract for booth space and services at the RMLA 48<sup>th</sup> Spring Conference Trade Show at the Two Rivers Convention Center, Grand Junction, CO.

Authorized Signature \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Please sign and return this contract to RMLA. When final space assignment is confirmed, an executed copy will be returned to you for your records.

Refunds will be handled on a case-by-case basis and must be requested in writing no later than 5 working days after the event. No refunds of exhibit or registration fees will be given to "no shows".

RMLA USE ONLY	
Date Received: _____	
Final Table Assignment: _____	
Date: _____	