

May 30 - June 1, 2017
Anaheim Hilton and Towers
777 West Convention Way, Anaheim, CA 92802
(714) 750-4321

SPECIFICATIONS:

As per the Fire Marshall, do not use any wood in setting up your exhibit area. Should you use a canopy, it must have the certificate still attached that verifies it has been treated with flame retardant chemicals.

If your exhibit does not require a table, it can be removed. If you do not need the table allocated for your space, please indicate so on the contract form.

Electricity is available at all spaces for an additional fee, and **it must be requested on the contract form.**

All exhibits must be confined to the assigned space.

No literature may be posted, displayed or handed out except at your assigned exhibit space.

STANDARDS:

Smoking, drinking alcoholic beverages and profanity are contrary to the standards of the Assemblies of God Fellowship. Exhibitors are requested to honor this standard.

The SoCal Network reserves the right to restrict exhibits which may be considered objectionable.

No exhibitor shall assign, sublet, or apportion the whole or any part of space allotted, exhibits therein, any goods other than those manufactured or handled in the regular course of business by the exhibitor without the written consent of the Southern California Network.

Absolutely no food or drinks may be sold at the exhibit booths, and you may not compete in sales with the hotel.

APPLICATION PROCEDURE:

The Network Leadership Team of the SoCal Network must approve all exhibitors. Application to exhibit must be made on the official exhibit contract. Care should be taken to ensure that all information on the contract is correct and complete.

Upon receipt of the contract, an acknowledgement will be sent to the exhibitor. The SoCal Network Leadership Team will approve all contracts and will assign the specific exhibit locations within the selected foyer of your choosing. Consideration will be given to the order in which the contracts are received.

SET-UP AND MOVE-OUT:

Set-up: Set-up may begin 7:00 – 9:00 p.m. on Monday, May 29th, and 7:00 - 9:00 a.m. on Tuesday, May 30th. The SoCal Network Conference will begin with registration at 10:00 a.m. A detailed schedule will be sent out two weeks before the event.

All loading and unloading will need to be done at the hotel entrance.

**The SoCal Network is not responsible for your exhibit set-up, tear-down, equipment, and/or materials. Each exhibitor is responsible for getting their equipment and materials to the hotel. *Storage space is limited for items that are shipped directly to the hotel, and special arrangements need to be made. Contact Lecia Smithson directly at the SoCal Network for details, 949.252.8400, Ext 204.*

Exhibitors will each assemble their own pre-fabricated displays. No part of the exhibit may be attached in any manner to the walls, windows or any part of the exhibit area and/or building.

MOVE-OUT:

Booths may be taken down after the Thursday evening service begins (not before).

PHONE MESSAGES:

Except in the case of emergencies, we are unable to take messages for exhibitors at the conference.

WITHDRAWAL:

Any withdrawal after your contract has been received and acknowledged by the SoCal Network, **and prior to April 25th, 2017**, will result in the forfeiture of ½ of the exhibitor's fee, and the space will be offered to other exhibitors.

Any withdrawal on or after April 25th, 2017, will result in the forfeiture of the entire exhibitor's fee, and the space will be offered to other exhibitors.

LIABILITY:

The SoCal Network Conference and the Anaheim Hilton shall not be responsible for any loss, damage or injury that may occur to exhibitors, and/or the exhibitors' employees and/or property from any cause whatsoever prior to, during or subsequent to the period covered by the exhibit contract, and by signing this contract the exhibitor expressly releases the SoCal Network and the Anaheim Hilton from, and agrees to indemnify the same harmless from any and all claims for loss, damage or injury which may occur along with any and all attorney's fees and/or costs associated with any such claims.

NO HOTEL SECURITY AVAILABLE ON- SITE:

We will provide several men for security on Monday, Tuesday & Wednesday nights. The SoCal Network is not responsible for lost or stolen items.

EXHIBIT OPPORTUNITY PREFERENCES:

All exhibit spaces are limited to one 6' table at a fee of \$450 (Registration Area) or \$350 (Main Hallway). Due to the layout of the Anaheim Hilton, we are offering two price points:

| | | |
|---------------------------|--------------|--|
| Registration Foyer | \$450 | |
| Ballroom Hallway | \$350 | |

*Locations to be assigned by the SoCal Network.

Exhibit Fee Amount Enclosed: \$ _____

The enclosed floor plan indicates the location of each exhibit space. Please √ items below:

- I will need a table I will not need a table
 I will need a chair I will not need a chair

ELECTRICITY:

Electricity is available at all spaces for an additional charge. **You must provide your own extension cords.** (Cost is still being negotiated.)

- I will need electricity

EXHIBIT PAYMENT:

***Checks are payable to: SoCal Network.**

***Mail check or credit card information for the total fee/fees with this completed contract to:**

SoCal Network
Attn: Lecia Smithson
17951 Cowan
Irvine, CA 92614

***If you pay by credit card, you may fax your contract to us at 949-252-8435.**

Upon approval, a copy of the contract will be returned to you.

HOTEL RESERVATIONS:

You may make your room reservations through our website at www.socalnetwork.org. Please follow the links to receive our discounted price.

CONTRACT SUBMITTED BY:

Name of Business/Ministry Exhibiting/Advertising _____

Address: _____

City: _____ St: _____ Zip: _____

(_____) _____
Day Phone/Cell Number

Exhibitor Contact Name: _____

E-mail address: _____

PAYMENT METHOD:

Check: (Enclosed) **Credit Card:**

Payment by Credit Card:

Visa: Master Card:

Card #: _____ - _____ - _____ - _____

Expiration Date: _____ / _____

Security Code: _____

Name as it appears on card: _____

Signature: _____

Date: _____

FOR SOCAL NETWORK USE ONLY

17951 Cowan, Irvine, CA 92614

Thank you! Contract approved as indicated below:

Date Recd.: _____ Space # Assigned: _____

Check or Credit Card: _____

Electricity: _____, Table _____, Chair (s) _____

Exhibit Fee Received: \$ _____

Electricity Fee Received: \$ _____

Refund (if any): \$ _____

Approved by: _____

Exhibit Coordinator