

Cervantes Convention Center  
at America's Center  
701 Convention Plaza  
St. Louis, Missouri 63101  
March 18th - 2:00 p.m. - 8:00 p.m.  
March 19th -11:00 a.m. - 8:00 p.m.

**EXHIBITOR BOOTH SPACE - BOOTH CONTRACT**

The Electrical Board of Missouri and Illinois  
Electrical Expo 2008 Show Management  
900 S. Highway Dr. Suite 306  
Fenton, Missouri 63026  
Phone: 636/305-6434 Fax: 636/305-6430  
Email: bill@electricalboard.org www.electricalboard.org

**Exhibitor Information**

This contract covers the lease space to the undersigned (applicant) below in the Electrical Expo 2008 to be held on March 18-19, 2008 at the Cervantes Convention Center at America's Center, St. Louis, Missouri. Contracts received, accompanied with your payment, shall become a binding contract in accordance with all rules and regulations on the reverse side of this contract. Exhibitor agrees to comply with the rules and regulations established by The Electrical Board of Missouri and Illinois. Please make checks payable to: The Electrical Board of Missouri and Illinois or EBMI. **Return this form with your remittance. PLEASE NOTE: IF COMPLETED CONTRACT AND FULL PAYMENT ARE NOT RECEIVED PRIOR TO JANUARY 15th, YOUR COMPANY WILL NOT BE LISTED IN THE PRE-SHOW BROCHURE!! NO COMPANY WILL BE ALLOWED TO EXHIBIT UNLESS FULL PAYMENT HAS BEEN RECEIVED!!! Please call EBMI office if you wish to use MASTERCARD OR VISA! Make checks payable to EBMI and mail to address above for EBMI. No refunds will be issued after January 22, 2008!**

**PLEASE TYPE OR PRINT CLEARLY**

**IMPORTANT INFORMATION FOR REPS WITH MORE THAN ONE LINE:** ONLY TWO MANUFACTURERS can share ONE booth. If there are 2 manufacturers for ONE booth, please list EACH manufacturer's information on SEPARATE contracts so we can have correct names for show promotion. However, only one sign is printed for each full booth, so please only include ONE LINE for HALF BOOTHS on SIGN INFORMATION on each contract. Please verify below that you will have a half booth and list the name of the other manufacturer in the booth as well so we can coordinate these booths together. Make sure to complete "additional required exhibitor information" below.

**Manufacturer's Name/Exhibitor:** \_\_\_\_\_  
(Important: Please list company name/exhibitor EXACTLY as you want shown in brochure -include Company, Inc., etc. if necessary. For reps, please list the manufacturer's name here and your name below under additional required exhibitor information.)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Website \_\_\_\_\_

Contact name for all Expo correspondence: \_\_\_\_\_ Email: \_\_\_\_\_

Referred you to exhibit in Expo:  Was a previous exhibitor  Brochure received  Industry associate (List name: \_\_\_\_\_)  
 Manufacturer's representative  EBMI Website  Other: \_\_\_\_\_

**Company booth I.D. 2-line sign should read:** 1<sup>st</sup> Line: \_\_\_\_\_  
(Only 44 spaces per line-including punctuation) 2<sup>nd</sup> Line: \_\_\_\_\_

**OR .. if no sign required, please check here:**  Our company does NOT need a 2-line sign. We bring our own signage.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

**Please email exhibitor service kit (details on shipping, rentals, carpeting, etc.) to the following: (Complete ONLY if different than above) (Paramount's packet will be emailed ONLY to this person, listed below. If no one is listed, it will be sent to the contact person above.)**

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

**Additional Required Exhibitor Information - If a manufacturer's representative is involved at Expo.**

- 1) We are represented by a St. Louis Manufacturer's Representative.  Yes (If yes, complete info below).  No  
Rep Agency: \_\_\_\_\_ Contact person: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_
- 2) All information should be sent to:  Manufacturer listed above.  Please send all information to manufacturer's representative ONLY.
- 3) If sharing a booth with ONE other manufacturer, please list their name here (but also complete separate contract): \_\_\_\_\_

**Booth Space**

We understand that the assigned space, as indicated on the floor plan, will cost:

List # of booths/island needed	Multiply by cost of booth	= Total due to EBMI
_____ 10' x 10' booth	x \$ 1,050 for EBMI members* or \$1,500 for non-members	\$ _____
_____ Island booth (20' x 20')	x \$4,200 for EBMI members* or \$6,000 for non-members	\$ _____
_____ 20' x 40' island booth cost	x \$8,400 for EBMI members* or \$12,000 for non-members	\$ _____

**Please check boxes if they apply to your booth:**

- We will have other divisions from our company who will also be sending in separate contracts. (EBMI will then try to keep these booths together.)
- We will have a special booth (car, van, truck, etc.) EBMI needs to know this in advance so we can place your booth in appropriate location.

Each 10' x 10' booth will include: 1) drapes 8'0" high as a background (green, gold and black are colors) 2) sidewalls 3'0" high and 3) 7" x 44" sign complete with exhibitor's company name. Blue carpeting for aisles only will be provided by EBMI. All other booth items (booth carpeting, chairs, tables, drayage and storage, etc.) must be ordered through the show decorator, Paramount Convention Services, at an additional cost. Electrical is also extra and Edlen will handle all electrical for this Show. Their information will be contained in Paramount's exhibitor service kits. These kits will be emailed to all exhibitors registered by the end of December. **If you have any questions, you can visit their website, www.paramountcs.com. Membership in the Electrical Board of Missouri and Illinois is encouraged for the 2008 Expo. However, it is not a requirement. Exhibitors wishing to exhibit as members must submit full 2007-2008 membership dues with application for space. Membership classification fees may be obtained from the EBMI office. Exhibitors wishing to display, as non-members, will be charged a reasonable differential for booth space. This will ensure that members and non-members alike will pay an equal share of the costs necessary to support the association.**

**Reserve EARLY for better Booth Selection!!! Over a third of the booths took advantage of this in 2005!!! Don't miss out!**

Our window of opportunity for early booth selection will be from August through October 15<sup>th</sup>. First preference given to 1) Island booths 2) Number of booths 3) Date of Contract and 4) Previous Exhibitors. We will contact you by phone by November 1<sup>st</sup> if your booth was paid and contract was received by October 15<sup>th</sup>. NOTE: **Full payment must be received by October 15th to have early choice of booths!!!** EBMI does accept Mastercard or Visa. After this time, once all early contracts have made their selections, we will assign booths on a first-come, first-serve basis, as long as payments have been received.

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

- a) Is your company a previous exhibitor in a EBMI Expo?  Yes-- If so, what year did you participate? \_\_\_\_\_  No, this is our first year exhibiting.
- b) Products/services to be exhibited in Electrical Expo 2008: \_\_\_\_\_
- c) Please list any companies you do not wish to be near at the Expo: \_\_\_\_\_

--- Please DO NOT Write In This Space - Electrical Board Use Only ---

Accepted Contract Date: \_\_\_\_\_ Amount Received: \_\_\_\_\_  Check  Credit Card Date: \_\_\_\_\_

OVER ...