

EXHIBIT SPACE APPLICATION / CONTRACT

EDUPRO GROUP
PO Box 6053, McLean VA 22106

www.eduprogroup.com
703-288-4088; 703-288-4089 FAX

Exhibit Setup March 12, 2012
Show March 13, 8:15 am to 1 pm

**21st National Conference & Exhibition on Transporting Students with Disabilities & Preschoolers, March 9-14, 2012
Doubletree Hotel at Entrance to Universal Orlando, 5780 Major Blvd., Orlando, Florida 32819**

INSTRUCTIONS: Please type or print legibly. This information is the basis for your listing in the conference program. Application must be signed, completed and, payment received prior to space being assigned. Application if faxed must be paid by Visa or MasterCard.

After completing this application, please duplicate both sides and retain a copy for your records.

A. EXHIBITOR/SHOW PROGRAM INFORMATION

Company Name _____ Type of business _____

Address: _____ City _____ State _____ Zip _____

Phone _____ Email for listing _____

Designee to receive exhibitor services kit and booth information: _____

Address, phone and email if different than company info above: EMAIL _____

Address: _____

Describe products or services (20 words or less) _____

B. SPACE REQUEST Space is allocated on a first-reserved basis with minimum 50% nonrefundable payment. 1st ____ 2nd ____ 3rd ____ choice

A floor plan is available at www.eduprogroup.com

C. SPACE RESERVATION (check selection)

__ Single booth (10x10) \$1200 __ Small bus space (20 x 30) \$3900

__ Double booth (10x20) \$2050 __ Large bus space (20x40) \$4600

__ Double booth facing entry \$2350 __ Island (20x20) \$3500

D. SPONSORSHIPS

__ Conference Binder **SOLD** __ Your Training Seminar \$1800
(contains speaker handouts) (subject to approval by conference faculty)

__ Your Insert in Notebook \$ 500 __ Workshop Lunch \$4000

__ Early Bird Hospitality \$2000 __ Workshop Breakfast \$2000

__ Beverage Break \$1000 __ Conference Lunch \$6000

__ Conf Contl Breakfast \$3000 __ 3Rs for Transporters **SOLD**

NEW __ Your Logo on Conferee Name Badges \$2000 __ Themed Reception (ask about availability)

E. REGISTRANTS FOR BOOTH / CONFERENCE

You may register 2 persons to attend your booth, small bus bus space or island. You may register 3 persons for large bus space. These individuals may attend conference sessions. Additional Exhibit Hall registrations, \$75 each.

(1) Name _____

Title _____

(2) Name _____

Title _____

(3) Name _____

Title _____

Additional Registrants? Please attach list separately.

F. TOTAL PAYMENT

Summarize the options you have selected for space and sponsorships and Indicate method of payment.

- \$ _____ Exhibit space (minimum 50% now)
- \$ _____ Sponsorship (minimum 50% due by January 30, 2012)
- \$ _____ Additional Exhibit Hall Only Registrants @ \$75 each
- \$ _____ TOTAL PAYMENT DUE
- \$ _____ PAYMENT AUTHORIZED NOW
- \$ _____ Balance, if applicable, due before January 30, 2012

__ Check enclosed payable to Edupro Group, LLC

__ Charge VISA /MasterCard \$ _____

Name on Card _____

Card # _____

Expiration ____/____ Security Code _____

SIGNATURE _____

CONTRACT NOT VALID UNLESS SIGNED ON REVERSE SIDE.

SIGNATURE REQUIRED ON REVERSE SIDE.

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Booth space will be provided to exhibitors in the Universal Center of the Doubletree Hotel at the Entrance to Universal, Orlando ("the Hotel") in accordance with the size designated by exhibiting companies on the space application form.

Furnishings provided will be one 6-foot skirted table; one plastic side chair; one 7'x44' sign with company name and booth number or space letter. Booths will have 8' back and 3' side rail drapes. Bus spaces will not be draped. The hall is carpeted. Arrangements for special signs, electric, and additional furniture must be made directly with the show decorator. Arrangements or issues with the show decorator are not part of this contract and are not covered by the space rental fee.

Payment. No space will be considered reserved until at least 50% of the fee for the booth space and a signed Exhibit Space Application is received by Edupro Group ("Edupro"). **Faxed reservations must be accompanied by a credit card payment of the full cost of the space.** Edupro may deny exhibitor entry to the exhibition if the company has not paid in full for the exhibit space on the dates of the exhibition setup and show.

Exhibit setup and dismantling. Exhibitor buses must be driven by the exhibitor onto the show floor between 10 am and Noon on March 12, 2012. Exhibitor shall use the spotter provided by the show decorator to accompany drive-in and drive-out of buses. Additional setup shall be done between Noon and 5 pm on March 12, 2012. No exhibit shall be dismantled or removed until the exhibition is officially closed on March 13, 2012 at 1 pm. Exhibitor shall begin dismantling after the trade show closes and all exhibit material must be removed from the hall by 5 pm on March 13, 2012.

All exhibitor activities including sales and advertising activities and distribution of promotional materials must be confined to the exhibitor's booth or immediate area. Exhibitor shall show, explain and demonstrate only those products or services that exhibitor sells in the ordinary course of business. Exhibitor shall comply with all applicable federal, state and local laws and regulations including, without limitation, those related to advertising and merchandising. Exhibitor shall not engage in an illegal lottery. Edupro is not responsible for exhibitor's activities.

Assignment/subletting/sharing of exhibit space is not permitted without prior written consent of Edupro.

The floor plan provided in advance to exhibitors is an intended layout and Edupro reserves the right to reconfigure any exhibit space. Edupro does not warrant the amount of exposure exhibitor will experience in any space in the exhibit hall.

Unusual displays must be brought to Edupro's attention 30 days before the trade show and Edupro reserves the right to deny those that may reasonably disturb adjacent exhibitors. Edupro reserves the right to evict any exhibitor whose exhibit Edupro deems to be offensive to show attendees due to bad taste, questionable morals or controversial content. Edupro shall not be liable to exhibitor for a refund of exhibit fees for any such denial or eviction.

Food samples may be distributed from exhibitor's own booth and shall not cause an unsightly or annoying condition. Any resulting waste shall be contained within exhibitor's own booth, not in aisles. Exhibitor shall indemnify and defend Edupro from and against any and all claims, damages, or liabilities arising from exhibitor's distribution of food during the exhibition.

Alcohol. No person shall carry or transport into the Hotel any beer or other alcoholic beverages. Violation of the foregoing is punishable as provided by law.

All applicable laws. Exhibitor shall comply with all applicable federal, state, county and city statutes, regulations, resolutions or ordinances specifically including, without limitation, any statutes, regulations resolutions or ordinances regarding the use of pyrotechnic or other like or similar materials in the Hotel. Booth decorations must be flameproof. Edupro reserves the right to demand removal of all or any part of an exhibit that is deemed hazardous.

Motor vehicles brought into the Exhibition Area must be drained to the level of one quarter (1/4) tank of gasoline prior to entering the area. The gasoline tank must be taped and/or locked and the battery must be disconnected. A tarpaulin or drop sheet must be placed under each motor and any other mechanical exhibits to prevent oil damage to the flooring.

Liability. Exhibitor assumes responsibility and agrees to indemnify and defend Edupro and the Hotel and their respective owners, employees and agents against any claims or expenses arising out of the use of the exhibition premises. Exhibitor understands that neither Edupro nor the Hotel maintains insurance covering exhibitor's property and it is the sole responsibility of exhibitor to obtain such insurance. Edupro does not assume any liability by providing security.

Event cancellation. If the exhibition is cancelled for reasons beyond Edupro's control, Edupro will refund exhibitor's payment less a \$200 processing fee. Edupro shall have no liability to exhibitor for any damage, injury or loss.

Exhibitor cancellation. All payments by exhibitor are final. Edupro is under no obligation to return fees once payment is made by exhibitor and space is reserved.

Attorney's fees. If a dispute arises out of this agreement, the prevailing party shall be entitled to recover its attorney's fees against the non-prevailing party, in addition to any other relief.

Governing law and jurisdiction. This agreement shall be interpreted under law of the Commonwealth of Virginia. Jurisdiction, and the venue for any dispute shall be Fairfax County, Virginia.

Please sign and retain a copy for your records. This application/contract is not valid without signature.

Authorized Signature: _____

Print Name _____

Company _____