

2020 STN CONVENTION

March 12-15, 2020

Standard Exhibitor / Sponsorship Agreement

All items are pursuant to the Vendor Opportunities sheet requirements, regulations and restrictions. Sponsorships and Exhibit Space Reservations are based on availability at the time of payment. The Company Contact is the person you are designating to receive all correspondence from STN. The Listing Contact is for printed pieces.

EXHIBITING COMPANY

PROVIDE COMPANY DETAILS EXACTLY AS YOU WOULD LIKE IT DISPLAYED ON PRINTED MATERIALS (SIGNAGE, PROGRAM BOOK, ETC.)

Company Name: _____

Company Mailing Address: _____

City: _____ State: _____ ZIP: _____

Company Phone: _____ Fax: _____

Company Website: _____

CONTACT PERSON

RESPONSIBLE FOR RECEIVING ALL CORRESPONDENCE

Primary Contact for Exhibit Information: _____

Contact Phone: _____ Contact Email: _____

Contact Mailing Address: _____

City: _____ State: _____ ZIP: _____

COMPANY REPRESENTATIVE(S) ATTENDING CONVENTION

PROVIDE NAME OF EACH COMPANY REP WHO WILL BE PRESENT AT CONVENTION. NAME SHOULD READ EXACTLY AS YOU WOULD LIKE IT DISPLAYED ON PRINTED MATERIALS (NAME BADGE, PROGRAM BOOK, ETC.) AND OUR WEBSITE/APP

Name Badge #1: _____

Phone: _____ Email: _____

Name Badge #2: _____

Phone: _____ Email: _____

Please accept our registration for the following items:

Exhibit Booth – 8' x 10'	3 booth # choices: _____	\$1,560. (cc)
Program Book Ad Space	Detail _____	\$ _____
Sponsorship	Detail _____	\$ _____
TOTAL ORDER		\$ _____

A 50% cancellation fee will be charged if you cancel between Nov 23, 2019 and Feb 14, 2020. After Feb. 14, 2020, no refunds can be made. **Please deduct 4% for pay by check orders.**

PAYMENT INFORMATION

FULL PAYMENT MUST BE RECEIVED WITH SIGNED AGREEMENT. MAKE CHECKS PAYABLE TO STUDENT TELEVISION NETWORK. **BOOTHS PAID BY CHECK ARE \$1500.**

_____ **Pay by Check** ****PREFERRED**** Payment Enclosed

_____ **Pay by Credit Card** (complete below)

Credit Card Payments

IF PAYING BY CARD, PLEASE PROVIDE THE FOLLOWING INFORMATION. **BOOTHS PAID BY CREDIT CARD ARE \$1560.**

_____ **VISA** _____ **MASTERCARD** _____ **DISCOVER** _____ **AMERICAN EXPRESS**

CARD NUMBER: _____ **EXP. DATE:** _____

PRINT NAME AS IT APPEARS ON CARD: _____

VISA / MC / DISCOVER: [_____] **3-DIGIT CODE (BACK OF CARD)** **AMEX:** [_____] **4-DIGIT CODE (FRONT)**

BILLING ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

CARDHOLDER'S SIGNATURE: _____

Credit card payments may be faxed to 760-201-4356 OR emailed to info@studenttelevision.com.
Mail check payments to: Student Television Network, Inc. PO Box 2752 - Carlsbad, CA 92018 - THANK YOU!

In signing and submitting this agreement, the Exhibitor acknowledges acceptance of STN's Cancellation and Refund Policy, and all exhibit restrictions and conditions set forth by The Washington Hilton, Washington DC, and/or STN's Contractors. Student Television Network (Event Management Company) and its assigned shall retain the right to cause the interruption of any event in the interest of public safety due to such factors as fire, the elements, civil unrest or other factors that may make the exhibition facility uninhabitable, and likewise to cause termination of such event when in the sole judgment of the Event Management Company such act is necessary in the interest of public safety. In such event, the exhibitor will retain possession of the premises for sufficient time to complete presentation of activity without additional rental charges, provided such time does not interfere with another building Lessee. If it is not possible to complete presentation of activity, rental shall be forfeited, pro-rated, or adjusted at the direction of the Event Management Company. The Exhibitor hereby waives any claim to damages or compensation from the Event Management Company for any losses sustained by cancellation or interruption of the exhibition.

Signature: _____ **Date:** _____

Print Name: _____ **Title:** _____



EXHIBITORS AND SPONSORS AGREEMENT

HOTEL ROOMS

STN strongly advises exhibitors and sponsors to stay in the STN host hotel(s) and, toward that end, STN will offer the preferred room rate offered to all attendees. By staying the hotel, you are supporting our program as your room will be included in the STN block that helps to cover the cost of meeting rooms and helps STN to make financial obligations

ADDITIONAL EVENTS AND MEETINGS

Exhibitors and sponsors must contact STN if they are interested in hosting an additional event, meeting or reception during STN convention days. Please contact info@studenttelevision.com to discuss and gain permission for additional events.

HOTEL RULES AND REGULATIONS

All exhibitors and sponsors agree to adhere to the convention hotel rules and policies.

INTERRUPTION OF CONVENTION

Student Television Network and its assigned shall retain the right to cause the interruption of the convention or any event associated with the convention in the interest of public safety due to such factors as fire, the elements, civil unrest or other factors that may make any portion of the convention uninhabitable or unsafe. All stakeholders will be granted time to remove items if at all possible. Exhibitors and sponsors hereby waive any claim to damages or compensation from STN, the hotel or any third party vendors for any losses sustained by cancellation or interruption.

SPONSORS

For sponsorships, previous year sponsors have the first right to the sponsorship. After 3 years, that sponsorship may be offered to another group.

Sponsors must meet the published deadlines to be included in the program book, banners, boards, etc. and to be entitled to other sponsor benefits.

RESERVE YOUR EXHIBIT SPACE OR SPONSORSHIP

Please fill out the Agreement (it is a fillable PDF) with all required spaces and send to STN with your payment by check or credit card. Payment is required to confirm your booth space or sponsorship.

EXHIBITORS

For exhibit space, please indicate your Top 3 choices from the STN Exhibit Floorplan. STN will do its best to provide you with one of your choices. Please reserve early if there is a specific space you would like. If your spaces are not available, STN will contact you with options. Please note, STN has a limited number of booth spaces available so please reserve early.

Booths are assigned for the contracted group only and may not be shared with other groups without the written permission of STN.

Exhibit Booth pricing includes a skirted table, 2 chairs, waste basket and a single-line sign with the company name as directed in the Agreement. STN will also make up to four full convention registrations available with your Agreement. Exhibitors will be listed in the Program Book and on the STN App if they meet the deadlines for each area. Exhibitors are also permitted to upgrade by purchasing Program Book ad space and logo representation on the STN APP.

ACCEPTABLE EXHIBITORS AND SPONSORS

The STN convention attendees are teachers, parents and students aged 12-18. Participating companies must be appropriate for these groups in their business focus, marketing messages, promotional materials and presentations. If there is any question, please contact the office to ensure you will be compliant. STN may decline participation from any inappropriate group. In the case of potential conflict of interest between two groups, STN will advise you.

BOOTH PLACEMENT, CONTENTS AND ACTIVITY

Booth placement will be determined by STN and the current exhibit company. Booth spaces may not be moved or shifted in any way without explicit permission from STN. STN is not responsible for loss or damage in the booths.

Exhibit Booth companies may sell product only within their booth. They may recruit interested parties to their business from within the booth. They may ask for "opt-in" email and contact information.

All business conducted in the booth and promotional items must be appropriate for the 12-18 age group.

EXHIBIT SERVICES

STN will contract with an Exhibit Services company. In addition to constructing the booths, they will also provide your booth materials, accept your shipped packages and arrange for return shipping. You may also order additional items such as furniture from them. These items all come with an additional fee. Details of the exhibit company will be sent upon execution of your Agreement.

SHIPMENTS

No shipments can be received by STN or by the hotel. All shipments must be made via the Exhibit Services Company.

ELECTRIC AND INTERNET

Electricity and Internet are available through hotel providers. However, their information will be included in the Exhibit Services kit. They are contracted and paid separately.

SECURITY

STN does not accept liability for any loss or damage to the booth or the contents and the contracting company agrees to indemnify and hold STN harmless along with its officers, directors, employees and agents for any and all claims arising out of such damage. STN will provide reasonable security and/or locked areas for the exhibit booths.