



## 2019 Fall Expo & Tech Summit General Information

### ***Date & Location***

Thursday, October 3, 2019

Hugh's Culinary, 4351 NE 12<sup>th</sup> Terrace, Oakland Park, FL 33334

### ***Schedule***

Wednesday, October 2, 2019

5-8pm Exhibitor Setup

Thursday, October 3, 2019

7-10am

Exhibitor Setup

10am-2pm

Show Hours

### ***Space & Cost***

The GCPPA Fall Expo is a "table top" show. Each exhibitor will have an 8' table. Some electricity is available, please specify on your booth contract if you need electricity (\$75 charge per location). Please specify on your contract if you need space for a table, a rack or both. For example, if you purchase both a table and rack space you will have 16 feet of space with one table. If you only purchase one rack space, you will have 8 feet of space with no table. The first table is \$495 and additional tables are \$250. Additional rack spaces are \$225.

Companies that are providers of technology solutions for distributors can participate in our Tech Summit seminars for \$200 per session (only six time slots available). The Tech Summit seminars will be scheduled throughout the day and the cost is \$200 per 20 minutes session.

You must be a member of GCPPA to exhibit at this show.

### ***Distributor Attendance***

This event is designed to attract a large number of distributors – young and old. The event is open to all qualified distributors and free for members of GCPPA. We're advertising the show to members and prospects of GCPPA and PPAI. We'll also purchase mailing lists of distributors in the area, send a mail piece, and purchase ads on social media.

### ***Shipping***

Shipments to Hugh's Culinary for the show will NOT be accepted prior to Wednesday, September 25, 2019. Standard carriers only – no pallets. Exhibitors will be charged \$15 per box or container for anything shipped to the venue.

Ship to:

Hugh's Culinary

ATTN: GCPPA Show / EXHIBITOR NAME

4351 NE 12<sup>th</sup> Terrace

Oakland Park, FL 33334

### ***Hotels:***

**Courtyard by Marriott Fort Lauderdale East / Lauderdale-by-the-Sea** (1.4 miles)

5001 N. Federal Highway

Fort Lauderdale, FL 33308

954-771-8100

*We do not have a block of rooms at this hotel and recommend that you reserve your rooms as soon as possible.*

### ***Contact Information***

Mark Farrar, executive director, 561-766-0877 phone, 931-695-5441 fax, [mark@gcppa.org](mailto:mark@gcppa.org) email



## 2019 Fall Expo & Tech Summit Show Rules

**Regulations:** Upon acceptance, the regulations printed here become terms and conditions of the contract. Please read these regulations with care; if you have any questions about them, contact the Gold Coast Promotional Products Association (GCPPA).

**Space Variations:** The show floor, table size, and space descriptions are as accurate as possible, but changes and modifications are sometimes necessary; when space change or modification occurs, exhibitors will receive equitable adjustments as determined by show management.

**Cancellation by GCPPA:** In the event the show is cancelled for reasons beyond control of show management, money advanced by exhibitor will be refunded in full. In such cases, show management shall be free from any claim for damages which exhibitor alleges to have suffered as the result of such cancellation.

**Exhibit Space Cancellation Policy:** Cancellations must be received in writing by email, fax or mail on or before Friday, September 27, 2019. Exhibit space is nonrefundable.

**Installation and Dismantling:** Set up times and tear down times will be provided by show management at least 30 days prior to the show. Exhibitors must staff exhibit for the entire show period. Goods and materials used in any exhibit (except bona fide samples) shall not be removed from the exhibit area until the show has officially been closed. Any exception to this rule must have the approval of the Show Manager.

**Liability and Insurance:** Neither GCPPA, the service contractor, the show venues, nor any officers and/or staff members of the above will be responsible for loss or damage to property of exhibitors from thefts, strikes, damage by fire, water, storm, vandalism or other causes, but they will take all reasonable precautions to protect the exhibitors from such loss or damage. The Exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damages to displays, equipment, and other property and shall indemnify, defend, and hold harmless the GCPPA, the service contractors and any officers and/or staff members of the above, the show venues, their owners, affiliated companies, agents, servants and employees from any and all such losses, damages and claims. None of the above shall provide insurance coverage for loss or damage from such causes, and it is thus expected that exhibitors will provide their own floater insurance coverage as needed.

**Fire Protection:** All decorations must be flame- proofed, and all hangings must clear the floor. Electrical wiring must conform to National Electrical Code Safety Rules. If inspection indicates that any exhibitor has neglected to comply with these regulations, or otherwise creates a fire hazard, the right is reserved to demand removal of all or such part of his/her exhibit as may be nonconforming or hazardous. The exhibitor is charged with knowledge of all local laws, ordinances, and regulations pertaining to health, fire prevention, and public safety while participating in this show. Compliance with such laws is mandatory for all exhibitors and the sole responsibility is that of the exhibitor. Ceilings over exhibits are not permitted if the exhibit is below a building sprinkler device. Any exhibits which propose to incorporate a ceiling or cover must be submitted to management, for prior approval by fire prevention authorities.

**Aesthetics:** Management reserves the right to prohibit and/or evict exhibitors whose presentation is in any manner deemed by management as offensive to conference attendees, by reason of bad taste, questionable morals or controversial content. In event of such prohibition or eviction, management shall not be liable to exhibitor for refunds of exhibit fees.

**Indemnification:** Exhibitor shall be liable to owners of the conference facilities for all damage caused by exhibitor, and shall hold harmless and indemnify management for any damage charged to management by owners.

**Food Sampling:** While it is realized that some exhibitors find food sampling to be an effective means of creating interest in their products, the proposed distribution of food samples must not be carried to extremes so as to result in unsightly and annoying conditions to other exhibitors. Those exhibitors who distribute samples must adhere to facility food sampling guidelines and confine their distribution within the limits of their designated space. Ample facilities must be provided by each exhibitor within the confines of his/her own designated area for the collection of refuse. Waste containers must not be placed in aisles.

**Restrictions in Operations of Exhibits:** Exhibitors may not alter the location of exhibits or of booths without the written consent of show management.

Exhibitors may neither share nor sublet their space nor any part thereof.

Non-exhibiting suppliers, supplier representatives, and multiline representatives are not allowed on the show floor at any time.

GCPPA reserves the right to restrict or relocate at the exhibitor's expense any exhibits that become objectionable because of noise, method of operation, materials, traffic congestion, or any other reason.

Exhibit demonstrations must be confined within the bounds of their respective booths. Aisle space may not be used to distribute promotional material. Companies planning to sell must comply with all Association, state, and local sales permit requirements.

Distribution of circulars or promotional material may be made only within the space assigned to the exhibitor presenting such material.

Exhibits which involve any noise-producing equipment sufficiently loud that it may reasonably disturb adjacent exhibitors must give advance notice to management when contract is initially submitted, regarding this possibility; in such cases, management will endeavor to provide special arrangements and/or locations to accommodate the problem, but management shall not be bound to any contract in which the said noise problem cannot be so controlled or abated. Amplified sound/noise level shall comply with the rules and regulations of the show venue.

**Video Projection:** Projection machines are limited to sales demonstrations only and shall not be used for showings designed primarily to amuse visitors. All projection must be in accordance with the requirements of local fire prevention authorities, and in harmony with any agreements entered into between management, owners of the convention facilities, and labor unions. All plans for installation and operation of projection equipment must be approved by management before the conference and identified when contract is initially submitted.

**Unusual Displays:** Whenever an exhibitor plans to utilize or construct displays that will be unusual, outsized, or designed in a manner which will require special hookup, installation, or other advance technical assistance, such proposed plans must be submitted to show management at the earliest practicable time after this contract is executed, in no case less than ninety days before the trade show. Both management and owners of exhibit hall may deny such proposals; in any event, approval thereof may be obtained only by such advance submission, which shall be promptly considered and decided by management and where necessary, owners.

**Definitions:** As used herein, the following definitions apply: (1) "exhibitor" means that person, company, organization, or other entity that contracts to use one or more exhibit areas, upon the front side of this document; (2) "management" means GCPPA; (3) "owner" means that person, company, municipality, or other entity or any combination thereof, that bears the ultimate legal responsibility by virtue of leasehold or otherwise, for operation of the conference hall, whether or not the same is legal owner thereof.

**Sales:** Exhibitors may not sell directly from their area. Any exchange of funds between the attendee and exhibitor and distributor that would be subject to Florida Sales Tax is not allowed on the show floor.

These regulations are considered terms and conditions of the contract agreed to by the exhibitor at the time the contract is signed.



## 2019 Fall Expo & Tech Summit Sponsorship Opportunities

### **Eblast Sponsor**

\$100 per eblast before the show

\$250 per eblast during the show

*Your banner ad will appear on one (or more) of our eblasts sent regarding the show. Eblasts sent before the show go to approximately 2,300 individuals in our database. The eblasts sent during the show go to individuals who have registered to attend the show.*

### **Lunch Sponsor**

\$1,500

*Talk about good will! This sponsorship underwrites the cost to feed lunch to all show attendees. Your company will be listed as the lunch sponsor in all pre-show materials and at the show.*

- Your company logo will be on all signage for the lunch.
- You have the option of providing branded plates, napkins, cups, etc. for meal service.
- A 12 month banner ad on our website.
- One full page ad in the online show directory.
- Your company name and logo will appear on sponsor and registration signage at the show.

### **Registration Sponsor**

\$2,000

*Your banner ad will appear on the screen when all distributors and end-buyers register for the show. It will also be included in the email confirmation they receive after they register.*

- Opportunity to have an insert in each attendee name badge.
- Exclusive banner ad on the registration website.
- A 12 month banner ad on our website.
- One full page ad in the online show directory.
- Your company name and logo will appear on sponsor and registration signage at the show.

**To take advantage of these sponsorship opportunities,  
contact Mark Farrar at 561-766-0877 or [mark@gcppa.org](mailto:mark@gcppa.org)**



## 2019 EXHIBIT SPACE CONTRACT

### **REGISTRATION INFORMATION:** (please print clearly – attach a separate sheet for lines if needed)

Company: \_\_\_\_\_

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

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

E-Mail: \_\_\_\_\_

*By signing you acknowledge that you have seen the show rules and show conduct policy and agree to abide by them.*

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **ATTENDEE INFORMATION:**

Booth Attendant Name: \_\_\_\_\_ Email: \_\_\_\_\_

Booth Attendant Name: \_\_\_\_\_ Email: \_\_\_\_\_

Booth Attendant Name: \_\_\_\_\_ Email: \_\_\_\_\_

### **DIRECTORY INFORMATION:**

*this information will be printed in the show directory*

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

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

Telephone: \_\_\_\_\_ Website: \_\_\_\_\_

Line Names: \_\_\_\_\_

PPAI # \_\_\_\_\_ UPIC \_\_\_\_\_ SAGE # \_\_\_\_\_ ASI # \_\_\_\_\_

Regional Contact: \_\_\_\_\_ Regional Contact Email: \_\_\_\_\_

Regional Contact Phone: \_\_\_\_\_ Factory Email: \_\_\_\_\_

Description of Products & Services:

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

**PAYMENT INFORMATION:**

- |  |                                      |          |
|--|--------------------------------------|----------|
| <input type="checkbox"/> First table for Fall Showcase   | @ \$495                              | \$ _____ |
| <input type="checkbox"/> Additional Tables for Fall Expo   | Qty. _____ @ \$250 each              | \$ _____ |
| <input type="checkbox"/> Additional Rack Spaces for Fall Expo  | Qty. _____ @ \$225 each              | \$ _____ |
| <input type="checkbox"/> Tech Summit Session   | @ \$200 (in addition to first table) | \$ _____ |
| <input type="checkbox"/> Electric Hookup   | @ \$75                               | \$ _____ |
| <input type="checkbox"/> Boxed Lunch   | Qty. _____ @ \$20 each               | \$ _____ |
| <input type="checkbox"/> Membership Dues   | @ \$150                              | \$ _____ |
| <i>Please Note: If you aren't a current member, your dues will automatically be added to your total.</i> |                                      |          |
| <input type="checkbox"/> Sponsorship   | Level: _____                         | \$ _____ |

TOTAL DUE \$ \_\_\_\_\_

**LOCATION REQUEST:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PAYMENT INFORMATION:**

Payment Method: \_\_\_\_\_ Check Enclosed, \_\_\_\_\_ MasterCard, \_\_\_\_\_ Visa, \_\_\_\_\_ American Express

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ 3-Digit Code: \_\_\_\_\_

Name (as it appears on card): \_\_\_\_\_

Address (bill is mailed to): \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE SEND COMPLETED CONTRACT WITH PAYMENT TO:**

email to [mark@gcppa.org](mailto:mark@gcppa.org) • mail to GCPPA, PO Box 2328, Shelbyville, TN 37162 • fax to 931-695-5441