



We would like to be a (Please Check one)

- |  |   |
|--|---|
| <input type="checkbox"/> Presenter Sponsor at \$15,000 | <input type="checkbox"/> Booth Space only |
| <input type="checkbox"/> Gold Sponsor at \$12,000      | Members at \$1,750 each                   |
| <input type="checkbox"/> Silver Sponsor at \$9,000     | Non-Members at \$2,250 each               |

## INFORMATION & INSTRUCTIONS/TERMS & CONDITIONS FOR EXHIBITORS

### EXHIBIT SPACES

All space will be provided in accordance with the specifications outlined in details on the enclosed Exhibition Contract. The exhibit spaces are located at (Venue TBA)

\*Parking garage is available

### Move-in, Show Hours and Move-out:

**MOVE-IN:** The exhibit area will be available for set-up of exhibits on Wednesday, June 3, 2018 from 9:00am to 9:00pm, by which time all exhibits must be completed.

SHOW HOURS:	DATE	OPEN	CLOSE
	Thursday, June 4	10:00am	5:00pm
	Friday, June 5	10:00am	5:00pm

**MOVE-OUT:** The Exhibitor agrees not to dismantle, pack or remove any part of the exhibit until closing of show. Move-out must be completed by 10pm on closing day unless prior approval received from GHRA and its representatives.

Move-out Hours: Friday, June 5, from 5pm to 10pm.

### SPECIAL REQUIREMENTS

Exhibitors requiring additional services, such as special electrical demands, modifications to the standardized booth, etc. must request for these services in writing no later than May 1, 2020. A written response to such requests will be provided to exhibitor within two weeks indicating availability and cost.

\*Please contact us at (671) 649-1447/ or email [roxann@ghra.org](mailto:roxann@ghra.org) regarding questions about your booth.

### LIABILITY AND SECURITY

A. Each Exhibitor must provide evidence of general liability (event) insurance to cover any and all activities related to their participation and exhibition at PHARE. Liability coverage must provide for at least \$100,000 per occurrence and must name GHRA and its representatives and PHARE management as an additional insured.

B. Each Exhibitor must make provisions for the safeguarding of his goods, material, equipment and display at all times.

C. General overall security will be provided on a 24-hour basis for the show period, but GHRA, its representatives and the management of PHARE will not be responsible for damage or loss of any exhibiting materials by or for any cause.

D. Exhibitors desiring to insure exhibit display materials and merchandise, etc. against loss damage must do so at their own expense.

E. Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save GHRA, its representatives and PHARE and its employees and agents harmless against all claims, losses, damage to persons or property, acts of nature, governmental charges or fines and attorney's fees arising out of, or having been caused by exhibitor's installation, removal, maintenance, occupancy or use of the show premises or any parts thereof, excluding, however, any such liability caused by the gross negligence of GHRA and its representatives and PHARE, the organizer, its employees and agents.

F. In the event the premises in which the exhibition is to be held are destroyed or damaged by fire, the elements, other calamity, or other cause beyond the control of GHRA, its representatives or PHARE, its employees or agents, they shall not be liable to the Exhibitor except to the extent of returning to the Exhibitor the difference between the total cost of the space referred to herein and the cost of the space for the period the exhibition was open to the public. The latter cost shall be calculated by dividing the total cost for the space provided hereunder by the number of days the exhibition was scheduled to run, specified herein, and multiplying the number of days the exhibition was actually open.

G. Exhibitor shall not assign any right or delegate any duty under this agreement, and shall not permit any other person to use the space without the express prior written consent of GHRA and its representatives and PHARE management. If the Exhibitor attempts to permit any other person to use the space or attempts an assignment in violation of the Agreement, that permit or assignment shall be without effect and GHRA and its representatives and PHARE management shall have the right to refuse admittance to that other person and to prevent that other person from using the exhibit. In the event of such a refusal, the Exhibitor shall not be entitled to the return of any payment and

GHRA, its representatives and PHARE management shall not be liable to the Exhibitor for any damages arising out of that refusal.

#### GENERAL INFORMATION

- A. GHRA and its representatives and PHARE management reserve the right to reject or restrict any exhibit that GHRA and its representatives and PHARE management, reasonably and in good faith, determines is not keeping with the nature, character, or orderly conduct of the exhibition, or is detrimental to the appearance of any other exhibit or of the exhibition as a whole.
- B. Exhibitors must confirm to all local and federal applicable regulations, statutes, laws and codes. Exhibitors required to possess special license (i.e. liquor, public health permits) must provide proof of compliance no later than May 1, 2020.
- C. To maintain security of exhibits, no one will be allowed into show facilities from 6pm to 9am during show dates. There will be no exceptions without explicit approval of GHRA and its representatives or PHARE management.
- D. There will be no product promotion or selling outside of your assigned exhibit space.
- E. Solicitations by any non-exhibitors are strictly prohibited.
- F. In the event the Exhibitor fails to install its display within the time limit set, or fails to comply with any provisions concerning the use of display space, GHRA and its representatives and PHARE management shall have the right to take possession of said space and resell same, or any part thereof.
- G. Points not covered in this contract are subject to the decision of GHRA and its representatives and PHARE management.

#### CANCELLATION CLAUSE

The Exhibitor and GHRA and its representatives and PHARE management recognize and acknowledge that GHRA and PHARE show organizers will sustain certain losses if the Exhibitor cancels this exhibit contract after having been assigned exhibit space. Even though GHRA and PHARE management will exercise its best efforts to resell the cancelled space, the parties understand and agree that the GHRA and PHARE organizers will nevertheless incur substantial losses that cannot be precisely determined. Due to the difficulty, if not impossibility, of proving said losses, the Exhibitor agrees to pay the following amounts as liquidated damages in the event the Exhibitor cancels its space on or within the time periods specified below. All cancellations must be submitted in writing to the GHRA office.

#### TIME PERIOD

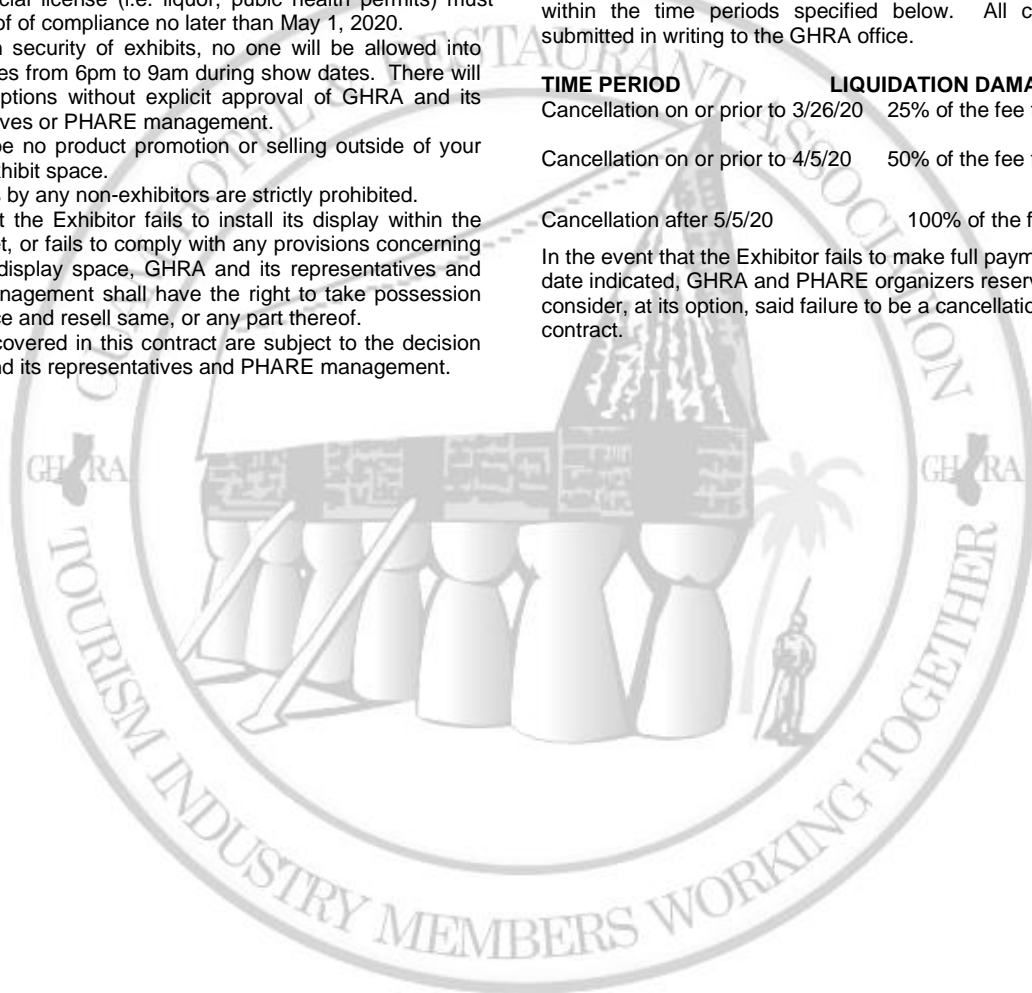
#### LIQUIDATION DAMAGES

Cancellation on or prior to 3/26/20 25% of the fee for canceled space

Cancellation on or prior to 4/5/20 50% of the fee for canceled space

Cancellation after 5/5/20 100% of the fee canceled space

In the event that the Exhibitor fails to make full payment by the deadline date indicated, GHRA and PHARE organizers reserve the right to consider, at its option, said failure to be a cancellation of the exhibit contract.



# Pacific Hotel & Restaurant Expo | Hyatt Regency Guam | June 4 & 5, 2020

## RESERVATION FORM & EXHIBITOR'S CONTRACT

### PLEASE RETURN VIA EMAIL OR TO:

#### GUAM HOTEL & RESTAURANT ASSOCIATION

Pale San Vitores Road, Suite 202, Tumon, Guam 96913 |

Tel: (671) 649-1447 | Fax: (671) 649-8565 | [roxann@ghra.org](mailto:roxann@ghra.org) | [www.ghra.org](http://www.ghra.org)

**COMPANY NAME:** (As you want printed in booth identification sign and promotional material) Please provide a digital copy of your company logo when you submit this contract.

The undersigned (hereafter called "Exhibitor") hereby applies and contracts for exhibit space during PHARE to be held at VENUE TBA, June 4 & 5, 2020 as follows:

### I. Member, Guam Hotel & Restaurant Association

\_\_\_\_\_ Number of Booths at **\$1,750** each

### II. Non-Member, Guam Hotel & Restaurant Association

\_\_\_\_\_ Number of Booths at **\$2,250** each

#### **Exhibit Space**

Exhibit space(s) will be assigned in accordance with the following criteria:

- ◆ First come, first served
- ◆ Number of booths reserved
- ◆ Special requirements, i.e. cooking in booth...

Please indicate (3) three choices for your exhibit space (see provided layout):

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_

Exhibit Space contract must include at least a 50% deposit before contract is officially accepted. Balance due no later than May 1, 2020.

Amount enclosed: \_\_\_\_\_  
(Make checks payable to GHRA)

Exhibitor will display the following:

If there is a company or type of company you do not wish to be located next to, please indicate here:

#### **Important Contact Information:**

All correspondence regarding our exhibit should be addressed to the attention of:

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

This contract agreement shall not be binding until it is accepted and approved in writing by the signature below of a PHARE duly authorized representatives.

The Terms and Conditions printed on the reverse side of this sheet shall constitute part of this contract and the exhibitor agrees to abide and confirm thereto.

In witness whereof, applicant has caused this contract to be read and signed by an officer of the company or person duly authorized. Execution of contract signifies full acceptance and understanding of all terms and conditions.

By (print name): \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

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

Please sign and return this form with payment to the Guam Hotel & Restaurant Association, Inc. Upon acceptance we will send you a copy for your records.

Accepted by PHARE and its organizers:

Space(s) assigned: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_