



Missouri Music Educators Association

A Federated Association of the National Association for Music Education

APPLICATION/CONTRACT

This agreement is made by and between the Missouri Music Educators Association (MMEA) and the person or entity listed below (Exhibitor). The parties agree as follows:

1. This agreement shall be effective only upon its acceptance by MMEA. MMEA reserves the right to reject any and all proposed agreements for any reason.
2. MMEA grants Exhibitor the right to use the assigned exhibit space at the Missouri Music Educators Association In-Service/Conference to be held **January 25-28, 2017** at the Tan-Tar-A Resort, Osage Beach, Missouri.
3. The rules and regulations listed on page three of this application are hereby made a part of the agreement.
4. All exhibitors must submit exhibit fees for contracted space accompanied by this application.

Each display space consists of a carpeted 8' x 8' area, with one 6' x 30" table, draped and skirted, two chairs, electrical outlet and internet access.

RATES and EXHIBITOR BADGES

Number of Display Spaces	Price per Space	Complimentary Badges	Additional Badges Available for Purchase (\$50.00 each)	Maximum Number of Badges Available
1	\$225.00	2	4	6
2	\$225.00	4	4	8
3	\$200.00	5	4	9
4 or More	\$185.00	6	4	10

Your company/institution will be notified of acceptance of this agreement by MMEA. Once accepted you will be given access to an online submission site to register all representatives who will receive name badges. All requests for badges must be submitted online and your company/institution will be invoiced for any additional badges purchased per the chart above. Badges will be ready when you arrive at the conference.

EXPAND YOUR VISIBILITY!!

Additional advertisement and sponsorship opportunities will be made available upon acceptance as a 2017 MMEA Exhibitor. Watch for available opportunities via email and through the MMEA Website.

www.mmea.net

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Please complete this page and mail to the address below by October 15, 2016.

_____ Number of spaces we are requesting for the 2017 MMEA In-Service/Conference.

_____ Total payment enclosed (please make check payable to MMEA).

_____ Sorry, at this time we are not requesting display space. Enclosed is our \$75.00 check for a Corporate Membership. This includes one badge and admission to all conference events, plus company contact information listed with exhibitors in the conference program.

Company Name _____ Phone _____
(Print or Type EXACTLY as you want your company name to appear in MMEA Publications)

Address _____ Email _____

City _____ State _____ Zip _____

Company Representative _____
(Please Print)

(Signature)

Please check primary category of exhibit:

- | | |
|--|---|
| <input type="checkbox"/> 1. Band and Orchestra Instruments | <input type="checkbox"/> 5. Electronic Instruments |
| <input type="checkbox"/> 2. Printed Music | <input type="checkbox"/> 6. Computer Software |
| <input type="checkbox"/> 3. Fund Raising | <input type="checkbox"/> 7. Festivals/Travel/Competition |
| <input type="checkbox"/> 4. Educational Institution | <input type="checkbox"/> 8. Miscellaneous (please specify): |

DEADLINE: October 15, 2016

Mail this form and check to:

John G. Patterson, MMEA Exhibit Chair
5808 Screaming Eagle Lane
Columbia, MO 65201
Phone 573-449-3100
Email: jpatterson47357@gmail.com

PLEASE MAIL ORIGINAL!!



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EXHIBITORS AGREEMENT

1. MMEA assigns exhibit space in the manner most conducive to the purpose of its exhibits area: *to disseminate product information between exhibitors and music educators in order to stimulate growth and excitement in music education.* In order to achieve this purpose MMEA will adhere to the following assignment policy:
 - a. Assignment of exhibit space will be made from applications with payment, received prior to **October 15, 2016**, based on the following criteria:
 - i. date of receipt of application
 - ii. history of conference participation
 - iii. previous compliance with the contractual agreements
 - iv. amount of square footage
 - b. Assignment of exhibit space for applications received after **October 15, 2016** will be based on the above criteria, but on a secondary priority.
Assignment of exhibit space will reflect the views of MMEA and current trends in music education.
2. MMEA has authority to reassign the exhibit space of an exhibitor if deemed to be in the best interest of the Conference.
3. MMEA reserves the right to select exhibit types that reflect diversity and balance.
4. Exhibitor badges:
 - a. Exhibitors will receive badges in accordance to number of spaces purchased. (see chart on page 1)
 - b. Exhibitors will have the opportunity to receive badges in accordance to number of spaces purchased. (see chart on page 1)
 - c. MMEA encourages the responsible use of badges; badge transference, badge swapping and attendance in the exhibit area without a proper badge is prohibited.
 - d. All badges are the property of MMEA and must be surrendered upon demand by an official representative of MMEA.
5. Exhibitors may set up displays on **Wednesday, January 25, 2017, after 12 noon**. The exhibition hall will be open for conference attendees as follows:
 - a. **Thursday, January 26: 9:00 a.m.-- 5:00 p.m.**
 - b. **Friday, January 27: 9:00 a.m. – 5:00 p.m.**
 - c. **Saturday, January 28: 9:00 a.m. – 12 noon**
6. Regulations governing use of assigned exhibit space:
 - a. Exhibitors may not dismantle any portion of exhibit space prior to 12 noon on **Saturday, January 28**.
 - b. Displays will conform to the size of their contracted exhibit spaces.
 - c. Exhibitors will not cause aisle congestion nor obstruct or interfere with other exhibits.
 - d. Exhibitors will not place signs outside their exhibit spaces.
 - e. Exhibitors will not exhibit in any area outside their assigned spaces.
7. The MMEA exhibit area is limited to companies that have contracted for exhibit space.
 - a. Non-exhibitors will not be permitted to demonstrate products or distribute promotional materials.
 - b. No exhibitor shall share or sublet an assigned exhibit space to another company unless approval has been obtained in writing from MMEA.
 - d. Exhibitors may exhibit only products for which they are authorized distributors.
8. Merchandise or products may not be removed from the exhibit area without an official receipt from the exhibitor.
 - a. The receipt should include the company logo, the date and the initials or signature of the exhibitor.

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9. Exhibitors causing damage to the facilities will be held responsible and will be charged accordingly.
10. Exhibitors will adhere to all rules and regulations. Should an exhibitor fail to comply with the rules and regulations, MMEA may remove the offending exhibitor, and all rights to exhibit at future MMEA conferences will be forfeited by said exhibitor.
11. In the event of cancellation of the MMEA In-Service Conference due to causes beyond the control of MMEA, the Board of Directors of MMEA shall determine an equitable basis for the refund of monies received from exhibitors remaining after payment of expenses incurred.
12. MMEA, its officers and members, are not responsible for any acts or representations of Exhibitors or their representatives, nor for Tan-Tar-A or its representatives.
13. MMEA shall have full power to interpret, amend and enforce all rules and regulations of this agreement. All decisions are binding on the exhibitor. In the event that any provision of this agreement becomes invalid, this agreement shall continue in full force without said provision.

Limitation of Liability: Exhibitor expressly assumes all responsibility, liability and risk associated with, resulting from or arising in connection with Exhibitor's participation of presence at the Conference, including, without limitation, all risks of theft, loss, harm, damage or injury to Exhibitor, whether caused by negligence, intentional act, accident, acts of God or otherwise through the duration of the Conference. Exhibitor agrees that to the maximum extent permitted by law, Conference Management, Hotel and the facilities and their officers, agents, materials, goods and wares (collectively "property") belonging to Exhibitor, and they are released from liability for any damage, loss, or injury to person or property of the Exhibitor or its officers, employees, agents, representative, invitees and guests, resulting from fire, storms, threats or any other casualty or causes whatsoever. In no event will Conference Management, Hotel or the Exhibition Facility or their respective owners, directors, officers, employees, agents or representatives be liable for any consequential, indirect, special, punitive or incidental damages of any nature or for any reason whatsoever whether or not apprised of the possibility of any such lost profits or damages. Conference Management's maximum liability under any circumstance whatsoever will not exceed the amount actually paid to Conference Management by Exhibitor for exhibit space rental pursuant to this Contract. Conference Management makes no representations or warranties, expressed or implied, regarding the number of persons who will attend the Conference or regarding any other matters.