



Texas Jail Association
26th Annual Conference Exhibition Contract
Austin Renaissance Hotel * May 14-18, 2012 * Austin, Texas

Instructions: Complete all information blanks. Sign, date, and mail with check made payable to TJA, Sam Houston State University, George J. Beto Criminal Justice Center, Huntsville, TX 77341-2296; or call 936.294.1668, or 936.294.1687 for more information.

Texas Jail Association, referred to hereinafter as “TJA” and the undersigned firm, referred to hereinafter as “Exhibitor” and Austin Renaissance Hotel, referred to hereinafter as “Exhibit site” agree to as follows:

1. TJA will provide exhibit space in accordance with items listed below:
2. Space will be provided on a **first-come, first-served** basis for the area of choice, excluding the Platinum Sponsor locations.
3. Exhibitor accepts TJA’s offer and requests the following indoor booth(s) according to the enclosed diagram:

1st Preference # _____ 2nd Preference # _____ 3rd Preference # _____ 4th Preference # _____

Exhibitor desires a total of ____ **indoor** booth(s); for a total of \$_____ payable prior to May 14, 2012. *A standard indoor booth is \$800 prior to January 31, 2012 and \$1,000 after this date.*

Indoor exhibit spaces are 10’ wide with a 6’ table and 2 chairs. The exhibit hall is carpeted.

Exhibitor desires a total of ____ **outdoor** spaces; for a total of \$_____ payable prior to May 14, 2012. *Outdoor exhibit space is priced at \$250 per standard parking space.*

Signed contract must be received in order to reserve exhibit space. You may fax your contract to 936.294.1671. Your payment must be received within 30 days, or your booth space will be released. If you need to discuss payment options, booth locations, special sponsorships, or special needs such as large equipment, contact Jason Schwarz at 936.294.1668, or Sharese Hurst at 936.294.1687. If Exhibitor has an outstanding balance from a previous conference, that balance must be paid before a booth may be assigned.

4. Area of expertise: _____
 - a. Is there a company(s) that you would prefer to be placed next to? _____
 - b. Is there a company that you do **NOT** want to be placed next to? _____
 - c. Do you need electricity from Austin Renaissance Hotel? _____ ****If yes, please fill out the attached form and return to Event Technology.**

5. Names of firm representative(s) attending booth. (Each booth entitles you to 3 full conference registrations)

Name 1: _____ Title: _____

Name 2: _____ Title: _____

Name 3: _____ Title: _____

6. Exhibitor understands there could be other charges for electrical power, internet, telephone, special decorations, shipping and storage/handling.

7. Exhibitor will accept booth space assignment as determined by the Executive Director of TJA.

8. All booths will face aisles; no end cap booths will be allowed.

9. Exhibitor may, if he/she desires, cancel the agreement and receive a full refund, minus a service charge of \$50, if written request is received by **April 1, 2012**. No refunds will be granted after this date.

10. TJA reserves the right to refuse any exhibit or Exhibitor and further reserves the right to shut down any exhibit or Exhibitor for breach of this agreement, or for cause.

11. Exhibitor declares: a) Value of Exhibit at: \$_____ b) Net Weight of Exhibit: _____

12. **Are you willing to sponsor/co-sponsor an event at the conference?** _____

If so, please fill out the attached form indicating the event you wish to sponsor and your dollar commitment level. **All "Signature" sponsors should personally contact Jason Schwarz or Sharese Hurst, so that all arrangements are clear to both parties.**

13. Are you willing to provide an additional prize to be given away in the Exhibit Hall during breaks? (please circle) **Yes No**

Company Name to be listed on signage: _____

Address: _____ City _____ State _____ Zip _____

Phone: _____ Fax: _____

Signature: _____ Title: _____

Email Address: _____

I have enclosed a check or purchase order in the amount of \$_____.

Date: _____

Please copy form and return original along with payment to TJA, Sam Houston State University, George J. Beto Criminal Justice Center, Huntsville, TX 77341-2296. Fax: 936.294.1671.