



EXPO SPACE & SPONSORSHIP AGREEMENT

Exhibit Cost Per Booth Space

Number of 10' x 10' Booths	Square Feet	Cost Per Square Foot	Total Booth Cost
One Booth	100 sq. ft.	\$1.25 / sq. ft.	\$125
Two or Three Booths	200-300 sq. ft.	\$1.15 / sq. ft.	\$230 or \$345
Four Booths or more	400 sq. ft.	\$1.00 / sq. ft.	\$400 & up

Floorplan can be customized. Tables and chairs not included in prices.

All vendors will be featured on the event website and in the event app.

Booth Space Choices

First Choice _____

Second Choice _____

Third Choice _____

Fourth Choice _____

Calculate Expo Cost

$$\frac{\text{Total Sq. Ft.}}{\text{Cost Per Sq. Ft.}} \times \text{SubTotal} + \frac{\$25}{\text{Table \& 2 Chairs (Optional)}} = \$ \text{Expo Space Total}$$

Sponsorship Opportunities

- Presenting Sponsorship (*exclusive*) \$2,000
 - Business name part of event title on all print materials* and on website
 - Premium advertising/sponsorship exposure in the event app
 - Complimentary 20' X 20' expo space and table for 8 at recognition dinner
 - *Includes, at a minimum, a printed schedule distributed to all attendees and vendors
- Attendee Badges or Bracelets Sponsorship (*exclusive*) \$1,000
 - Business name and/or logo on all badges or bracelets
 - Advertising/sponsorship exposure in the event app
 - Complimentary 10' X 20' expo space and four recognition dinner tickets
- Promotional Items Sponsorship (*limit of 2*) \$750
 - Business name and/or logo on promotional item included with registration
 - Advertising/sponsorship exposure in the event app
 - Complimentary 10' X 10' expo space
- Recognition Dinner Sponsorship (*non-exclusive*) \$250
 - Business name or logo in dinner program and on screen during dinner
 - Two complimentary recognition dinner tickets

Total Commitment

Expo Space Total \$ _____

+ Sponsorship Total \$ _____

+ Total Commitment \$ _____

= Less 50% Deposit \$ _____

50% Deposit Due February 1, 2019

Balance Due \$ _____

Balance Due March 1, 2019

Expo vendors receive one complimentary recognition dinner ticket for every \$250 spent on expo space.

Terms: Applications accepted until all expo booths and sponsorships are sold out. Deposit (50%) due by February 1, 2019. Final payment due March 1, 2019. Vendors shall be liable for payment of any and all facility, electrical, rental, or other charges incurred on-site or after deadline(s) imposed by the venue. If applicable, vendors agree to reimburse the WWSF for all such charges.

Payment: Send payments to the WWSF at the address below.

Cancellation Policy: Cancellation after the deposit deadline of February 1, 2019, will result in forfeiture of the full deposit.

Name _____

Business _____

Address _____

City _____ State _____ Zip _____

Phone _____

Email _____

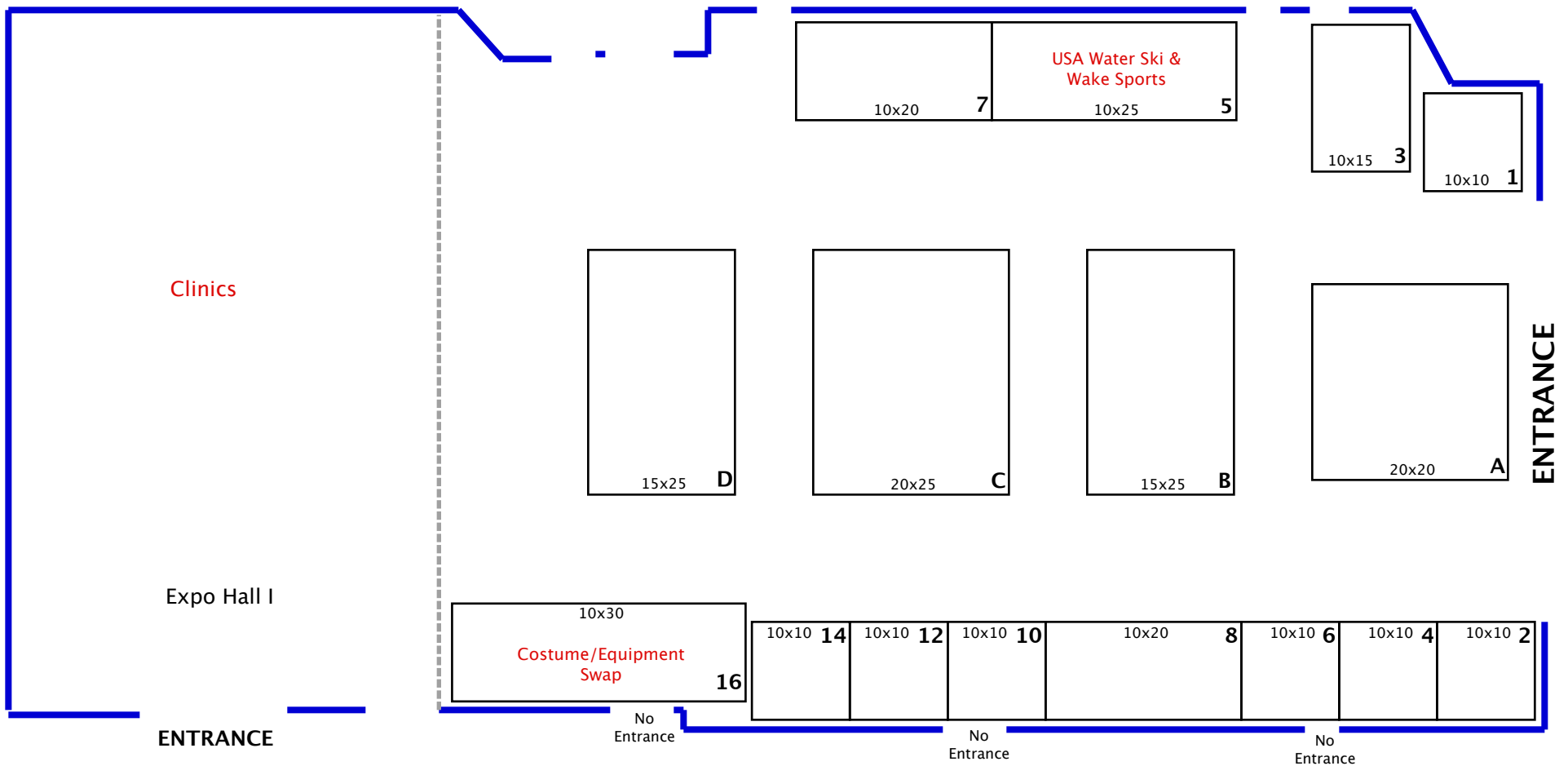
YES, I will donate an item for use as a prize for games and activities on Friday evening.

Signature Required

I certify that I am authorized to sign agreements on behalf of the company indicated above. Furthermore, I agree to the terms, payment deadlines, and all other rules & regulations imposed by the WWSF and the venue (Chula Vista).



Wisconsin Water Ski Federation
THINK TANK 2019
Chula Vista Resort – Wisconsin Dells
Expo Halls A-H





EXPO RULES & REGULATIONS

Move-In & Move-Out

Vendor move-in is from 8:00pm to 11:30pm on Friday, March 1.
Move-out is from 12:00pm to 2:00pm on Sunday, March 3.

Expo Hours

The expo is open from 8:00am to 6:00pm on Saturday, March 2, 2019, and from 9:00am to 12:00pm on Sunday, March 3, 2019.

Material Handling

Vendors are responsible for bringing display materials into the expo hall and removing all display materials at the conclusion of the expo. Material handling assistance may be available for additional fees, to be charged by the venue (Chula Vista).

Vehicles - Maximum Fuel Level Allowed

Automobiles, boats, and other vehicles are allowed in the expo hall provided there is no more than one-quarter (1/4) tank of fuel in the vehicle.

Vehicles & Trailers - Carpet Protection Under Tires

All vehicles must have plastic or other protective material such as rugs, small pieces of carpet, or small pieces of plywood under each vehicle or trailer tire.

Vehicles & Trailers - Cleaning & Water Availability

Vendors are responsible for bringing own cleaning supplies and towels to properly prepare any and all vehicles and trailers prior to entry into the expo hall. There is no water supply at the entrances (12' overhead doors) to the expo hall.

Labor

Vendors are responsible for providing labor to install and dismantle any and all displays. Labor assistance may be available for additional fees, charged by the venue (Chula Vista).

Flooring

There is no flooring requirement as the expo hall is carpeted. Vendors who choose to bring own flooring materials shall ensure that no damage is done to the existing/attached flooring owned and maintained by the venue (Chula Vista).

Pipe & Drape

Pipe and drape is not supplied. Vendors who wish to utilize pipe and drape may be able to rent it from the venue (Chula Vista) for additional fees.

Wireless Internet Access

The venue (Chula Vista) provides complimentary wireless Internet access in and around the expo hall.

Security, Loss, & Damage

The expo hall will be secured with restricted access when it is not officially open to the public. Security of all vendor-owned items during expo hours is the responsibility of each vendor. The WWSF or the venue (Chula Vista) are not responsible for lost, stolen, or damaged items of any kind at any time.

Electricity

Electricity is limited to standard outlets in the expo hall. Use of venue outlets is subject to local fire codes.

Tables & Chairs

Vendor may utilize own tables and chairs or rent from the venue for additional charges as indicated on the Expo Space & Sponsorship Agreement. **All tables must be skirted**, regardless of whether using own tables or rented tables. Vendors may not utilize tables or chairs from other areas of the expo hall. Tables and chairs shall not be used in lieu of ladders.

Sponsorship Opportunities

Multiple sponsorship and advertising opportunities are available to further promote your business and products. Please consider these options as some sponsorships include expo space.

Terms & Payment

Applications accepted until all expo booths and sponsorships are sold out. Deposit (50%) due by February 1, 2019. Final payment is due March 1, 2019. Vendors shall be liable for payment of any and all facility, electrical, rental, or other charges incurred on-site or after deadline(s) imposed by the venue (Chula Vista). If applicable, vendors agree to reimburse the WWSF for all such charges. All payments should be sent to the WWSF at the address below or given to the Think Tank Expo Coordinator. **Company or personal checks preferred.** Returned checks are subject to a \$40 NSF check fee. Visa, Mastercard, and American Express accepted. The WWSF may charge an additional 2.5% processing fee for credit card charges totaling \$500 or more. If you wish to pay with a credit card, please complete a credit card authorization form and return it with your Expo Space & Sponsorship Agreement.

Cancellation Policy

Cancellation after the deposit deadline of February 1, 2019 will result in forfeiture of the full deposit.



CREDIT CARD AUTHORIZATION

PLEASE COMPLETE THIS FORM AND RETURN IT TO US.

All information provided is confidential and will be shredded upon completing the transaction.

Cardholder Name: _____
(name as it appears on the card)

Billing Address: _____

Credit Card Type: Visa MasterCard American Express

Credit Card Number: _____

Expiration: _____ / _____ CVV Code: _____
MM YY

Amount to Charge: \$ _____ For: _____

<<< Add 2.5% to the total for any amount over \$500 to be charged on a card. >>>

I authorize the Wisconsin Water Ski Federation (WWSF) to charge the agreed amount listed above (plus 2.5% additional if the total amount exceeds \$500) to my credit card provided herein. I agree that I will pay for this purchase in accordance with the issuing bank cardholder agreement.

Cardholder Signature Required – print name, sign and date

Printed Name of Cardholder: _____

Signature of Cardholder: _____

Date: _____

Send completed and signed form via email to joel@waterski.org.