

April 24-26, 2019
2019 MAEO Spring Conference
EXHIBITOR CONTRACT

Upon receipt of this signed contract and payment in the amount indicated below, this contract becomes valid.

Copy and send to: Attention: Denise Cadwell, Michigan Alternative Education Organization,
P.O. Box 2177 Farmington Hills, Mi 49333, PHONE- (248) 426-2676

RULES AND REGULATIONS GOVERNING ALL EXHIBITS

1. Restrictions- MAEO reserves the right to restrict exhibits, which, because of noise, method of operation or for any other reason becomes objectionable.
2. Contract for space- the signed contract, full payment, and formal notice of table assignment constitutes the complete agreement for the right to use space. Spaces will be assigned on a first come, first serve basis. In the event of fire, strike or other circumstances beyond the control of MAEO, the contract shall not be binding. MAEO reserves the right to cancel anytime prior to or during the conference.
3. Liability- MAEO, it's employees, agents or conference committee will not be responsible for any injury, loss or damage that may occur to the exhibitor, not to the exhibitor's employees or property damage from any cause subsequent to the period covered by the exhibitor contract. This includes the period prior to, during, or following the conference. The exhibitor, upon signing the contract, expressly releases MAEO individuals and committee from any and all claims for such loss, damage or injury. To prevent loss, small or portable articles of value should be properly secured or removed after exposition hours and placed in safekeeping.
4. Use of space- all demonstrations must be confined to the limits of the exhibit space. No exhibitor shall assign, sublet, or share the whole or any part of the space allotted without the knowledge and consent of MAEO. Aisles must be clear. Advertising material of any description may be distributed only within the table(s) assigned to the exhibitor presenting such material.
5. Exhibit Set Up & Removal Times – Set up time will be Wednesday – April 24th between 4 p.m. & 7 p.m. (during registration). Exhibits must be removed by 2 p.m. on Friday- April 26, 2019.

The undersigned representative(s) of the company at the 2019 MAEO Spring Conference is agreeing to the above rules and regulations as well as the reservation information listed below. No reservation is final until a check for full payment is received.

COMPANY _____

ADDRESS _____ CITY _____ ZIP _____

TELEPHONE _ (____) _____ / FAX _____

E-MAIL _____

NAME OF REPRESENTATIVE(S) _____
(List all) _____

ONE 8ft. TABLE AT \$225.00 TOTAL \$ _____

TWO TABLES AT \$200.00 EACH TOTAL \$ _____

THREE OR MORE TABLES \$190.00 EACH TOTAL \$ _____

ELECTRIC OUTLET needed? YES _____ NO _____

***if you need anything extra other than a plug, you need to provide this or you will be charged the fee from the resort. Thank you

Total Amount \$ _____

MAKE CHECKS PAYABLE TO: M.A.E.O.

REPRESENTATIVE SIGNATURE _____

_____ I WOULD BE INTERESTED IN SPONSORING A BREAK

SPECIAL REQUESTS: _____