



SOFEX 10

SPECIAL OPERATIONS FORCES SYMPOSIUM & EXPOSITION 2-3 November 2010

Fort Bragg Officers' Club, Fort Bragg, NC

EXHIBIT SPACE APPLICATION

OFFICE USE ONLY:	
Check #:	_____
Amount:	_____
Date Rec:	_____
Rec By:	_____

PRINT OR TYPE

Company: _____
(Indicate here exactly how you want your company name to appear on the exhibitors' list in the program)

Address: _____

City: _____ State _____ Zip _____

Company Contact: _____ Title: _____

Address: _____ City _____ State _____ Zip _____

Telephone: (____) _____ Fax: (____) _____

E-mail: _____ **(SHARING OF BOOTH SPACE IS NOT PERMITTED)**

<u>BOOTH SPACE</u>	LaFayette Hall (10'W x 8'D):	\$2,200.00 per Booth	\$2,500.00 per Premium Booth
<u>RENTAL FEES:</u>	Outdoor Spaces available upon request.	Rental fee based on footage needs	

Number of Booths Needed _____ Booth Preference: 1 _____ 2 _____ 3 _____ 4 _____

100% of total booth cost due with application

Make Checks Payable to ASOP

Total accompanying application:

\$ _____

Alternative Method of Payment:

MasterCard and Visa accepted with an administrative/convenience fee of 3.8%

CANCELLATION PENALTIES:

Through May 2 - 50% of total booth rental will be refunded. No refunds after May 2.

It is understood and agreed that 15% administrative costs will be charged for all cancellations.

We agree to abide by the cooperative purpose and rules of the show as set by the Association of Special Operations Professionals (ASOP). Acceptance of this application by the ASOP converts this into a contract for exhibit space.

Company: _____

By: _____ Title: _____
(Signature)

Date: ___/___/___ Phone: (____) _____ Fax: (____) _____

Exposition Management:
Suggs Group, Inc. (SGI)
Phone: (910) 483-2221
Fax: (910) 483-8090
E-Mail: abartos@suggsgroup.com

APPLICATIONS MAY BE FAXED TO SGI FOR
FASTER ACCEPTANCE
Booth fees should be mailed to
ASOP c/o SGI address

Mail Application with Payment To:
ASOP
c/o SGI
PO Box 88096
Fayetteville, NC 28304

Accepted By: _____
Date: _____

Thank You For Your Support!

DATES AND HOURS OF EXHIBIT HALLS

Setup: Monday, 1 November 0800 - 1700

Exhibit halls will be open as follows:

Tuesday, 2 November 0900 - 1700

Wednesday, 3 November 0900 - 1600

ADMISSION

Admission to exhibit areas, program sessions and social functions at SOFEX 10 Special Operations Forces Symposium and Exposition will be limited to the following: ASOP members, members and civilian employees of the US Armed Forces, designated representatives of exhibitor and member companies, invited guests of ASOP and those who have an identifiable relationship to the US Armed Forces. Spouses and other members of the immediate family of any of the above persons are welcome at appropriate times.

BOOTH EQUIPMENT

The price in this agreement includes a 10'W x 8'D booth consisting of a fabric backdrop 8' in height, divider rails 3' in height, and a 1-110 volt 2-plug outlet. **Chairs, tables and other booth equipment will be available to rent prior to the event.**

ADDITIONAL SERVICES AND SHIPPING AT EXHIBITOR'S EXPENSE

Information regarding shipping instructions; cost of special booth furniture, labor and carpenters; receiving, handling and storage of crates; special electrical connections, lighting fixtures, etc., will be sent to you with our **Exhibitors' Service Kit approximately 60 days prior to move-in.**

INSTALLATION AND DISMANTLING

Installation of exhibits will start at 0800 on Monday, 1 November. Prior arrangements for moving in your exhibit should be made with the OFFICIAL DRAYAGE CONTRACTOR. **All displays must be ready for operation by 0800, Tuesday, 2 November. Dismantling of indoor exhibits will begin Wednesday, 3 November at 1600.** All display material must be removed from Exhibit Halls by 2000, Wednesday, 3 November. **No dismantling of display will be allowed prior to 1600.**

BOOTH SPACE COST

The cost of an inside booth in LaFayette Hall is \$2,200.00. Premium booth fee in LaFayette Hall is \$2,500.00. Fees for outside booths will be determined by space required.

ASSIGNMENT & PAYMENT FOR SPACE

Exhibit space will be allocated by ASOP. **Your check for 100% of cost for space requested must accompany application.** Any fees or charges not paid when due shall bear interest at the rate of 18% per annum, computed daily, and the exhibitor shall bear the full cost of any collection effort required including legal fees, court costs and related charges. It is understood and agreed that 15% administration costs will be charged for all cancellations. **NO REFUND WILL BE MADE FOR SPACE CANCELLED AFTER MAY 2, 2010.**

ASOP REGULATIONS

No exhibit will be permitted which obscures or interferes with an adjoining booth. Backdrop height is restricted to 8'. Sidewalls exceeding 36" in height may extend no more than 4' (1/2 depth of booth) from back wall before dropping to 36" height.

RESALE/SUBLEASING OF EXHIBIT SPACE

Exhibitors may not assign, sublease or otherwise share all or a portion of their exhibit space with any party except a wholly-owned subsidiary, a sister corporation or a company represented by an exhibitor and registered as such with ASOP without the express written consent of ASOP. **This prohibition will be strictly enforced. Exhibitor may not permit non-exhibiting company representatives to operate from his booth.**

OCCUPANCY DEFAULT

ASOP reserves the right to reassign booth space as they see fit if an exhibitor fails to occupy a contracted space by the time set for completion of installation of the display no later than 0900 November 2. Exhibitors will not be relieved of their obligation of paying the full rental charge of that space.

RELOCATION AND FLOOR PLAN REVISIONS

ASOP maintains the exclusive right to revise the exhibition floor plan and/or move assigned exhibitors as deemed necessary.

LIABILITY

ASOP and the "Official Contractor," their management, and all organizations and individuals who are employed by them in connection with this exposition will not be responsible to exhibitor for damage or loss to exhibitor property, or personal injury during the exposition period resulting from any cause whatsoever. The "Official Contractor," their management, and all organizations and individuals who are employed by them in connection with this exposition shall bear no responsibility or liability for damages or loss of property or personal injury resulting from the activities of exhibitor, regardless of negligence. The exhibitor is solely responsible for his/her product and exhibit material and should insure against damage or loss from any cause.

NO SALE CLAUSE

To ensure full compliance with IRS rulings, exhibitor will not make sales, or solicit, or accept orders for any product or service including advertising space, in the exhibit halls or within other facilities of the exposition.

FIRE REGULATIONS

Federal and local fire laws must be strictly observed. Wiring must comply with fire department and underwriters' rules. Aisles and fire exits cannot be blocked by exhibitors. No decoration of paper, pine boughs, leafy decorations or tree branches is allowed. All muslin, velvet, or any other cloth decorations must stand a flameproof test as prescribed by the fire ordinance of Fort Bragg, North Carolina.

SECURITY MEASURES

ASOP will provide security to patrol the exhibit areas during the hours when the exhibits are closed. **However, exhibitors are responsible for the security of their own exhibits.** Additional security may be arranged for with a security agency, if exhibitor deems it necessary. (Exhibitor will inform ASOP of any such additional security measures.)

The Association of Special Operations Professionals may, at any time, amend or add rules to these rules and those amendments shall be required of the exhibitor equally with the foregoing rules and regulations.

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ASOP C/O SGI, PO Box 88096, Fayetteville, NC 28304

Phone: 910-483-2221 Fax: 910-483-8090

Email: abartos@suggsgroup.com