

# INI-TRAM EVENTS

## VENDOR RENTAL AGREEMENT

I, \_\_\_\_\_ representing \_\_\_\_\_  
(Full company or organization name)

(Herein called "the Renter") hereby acknowledge that I have read, understand and will comply with the Rental conditions of this agreement with INI-TRAM Events, LLC.

Contact Name: \_\_\_\_\_ Best Contact Phone #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Web Site (if applicable): \_\_\_\_\_

Please specify exact intended use of the Booth: \_\_\_\_\_

Do you need tables? \_\_\_\_\_ (\$40.00 extra charge per skirted table) How many tables do you need? \_\_\_\_\_

Do you need electricity? \_\_\_\_\_ (25.00 fee) Space needed in footage \_\_\_\_\_

- Vendor Applications are being submitted for a Trade Show Booth at the Charity Choice Invitational Gymnastics Competition to be held at the Tacoma Convention and Trade Center, 1500 Broadway, Tacoma, Washington February 16-19, 2018.
- Payment in full, along with signed Agreement Form is required to guarantee the Trade Show Booth to the Renter. Forms must be sent to the sponsor, INI-TRAM Events, 16625 Redmond Way Suite M, PMB 214, Redmond, WA 98052 no later than January 20, 2018. Attn: Sandy Flores.
- The Renter is responsible for the set-up, maintenance and takedown of their Trade Show Booth.
- Any equipment, materials, items, cash or other belongings kept at the Trade Show Booth are the responsibility of the Renter for the duration of the Agreement. INI-TRAM Events is not responsible for damages, theft, or loss of any equipment, materials, items, cash or other belongings that are the property or responsibility of the Renter.
- Rates are \$375.00 per booth (*save \$25.00 with early registration*), plus table cost/electricity if needed. Checks made payable to: INI-TRAM Events.
- The Rental cost provides access to the rented Trade Show booth space for the entire duration of the rental. It provides the Renter with access to the public and participants who attend the 2018 Charity Choice Invitational.
- INI-TRAM Events agrees to provide the space. It is the responsibility of the Renter to set-up on Thursday, February 15, 2018 as of 8:00PM and to dismantle their booth no later than Monday, February 19, 2018 at 10:00PM.
- Any damage caused to the facilities occupied by the Trade Show Booth will be the responsibility of the Renter.

Authorized Signature (Renter) \_\_\_\_\_ Date \_\_\_\_\_

Booth Fee	\$ _____	\$350.00 Early Registration/ \$375.00 postmarked after 11-01-18
Table Charge	\$ _____	\$40.00 per skirted table needed
Electricity Charge	\$ _____	\$25.00 if needed
Total Amount Enclosed	\$ _____	Check Number: _____