# Annual Pennsylvania Buildings & Facilities Management Show & Conference - PABFM 2027

**Annual Pennsylvania Buildings & Facilities Management Conference**

**Produced by:Pro Expos**
**20885 Redwood Rd, Suite #344**
**Castro Valley, CA. 94546**
**Phone: (510) -888-1661 Fax: (510)-888-1445**

**Greater Philadelphia Expo Center**
**Oaks, PA**
**May 5th, 2027**

A. ***Applications Information*** (Please Print or Type All Information)

Contracting Corporate Name: _____
Name of Exhibiting Company (*If Different than Contracting Co.*)_____
Contact Name:_____ Title:_____
Street Address:_____ City: _____State:_____
Zip:_____ Phone: _____ Toll Free: _____
Fax:_____ Twitter Address: _____
Email: _____ Website:_____

B Industry:_____ Manufactures:_____
Description of products to be displayed: _____
_____

C. ***Space Requested***

**Minimum booth size is 10' deep, includes an 8' high rear drape, 3' high side drape and one ID sign.**
Size of booth required _____ft. x _____ft. ( _____sq. ft.) ❒ Standard ❒ Corner
Booth Space (s) desired in order of preference: 1st_____ 2nd_____ 3rd_____ 4th _____
Companies we DO NOT wish to exhibit near:_____
Companies we WOULD LIKE to exhibit near:_____

D. ***Exhibit Costs and Payment Terms***

| | |
|---|---|
| Booth Price 10 X 10 | 2,550.00 |
| Booth Price 10 X 20 | 4,500.00 |
| Three or more (Each) | 1,950.00 |
| Corner Charge (Extra) | 250.00 |
| Web-Link | 250.00 |

**SUMMARY:**

| | |
|---|---|
| Total Booth Cost | $ _____ |
| Web-Link / Bold Listing | $ _____ |
| Booth Fur. Pk. | $ _____ |
| Credit Card Ser. Fee 4% | $ _____ |
| TOTAL BALANCE DUE | $ _____ |

These term and conditions are an integral part of this agreement which, when accepted, represents a binding commitment for the applicant to exhibit at this trade show and for Professional Expos to provide booth space. Applicant agrees to abide by the terms and conditions on the front and back of this agreement, as well all other rules and regulations established by Professional Expos including, but not limited to, those presented in the forthcoming Exhibitor Kit. If applicant fails to abide by any of these terms and conditions, rules and regulations, Professional Expos may suspend the applicant's right to exhibit and seek damages for breech of this agreement.
**All payments are non - refundable**

E. ***Authorized Signature*** _____ ***Date***_____

***Print Name***_____ **(Note: Signature also required on side 2.)**

***PAYMENT METHOD***

❒ Credit Card ❒ MC ❒ AMEX ❒ VISA Exp. Date: _____ Amount: $ _____

**Fax Credit Card Payment to: 510-888-1445**

Credit Card # _____ CVV: _____
Cardholder Name (printed) _____
Signature:_____

❒ **Check** **Mail Check to:**

**Professional Expos**
**20885 Redwood Road Suite # 344**
**Castro Valley, CA 94546**

# EXHIBITION RULES & REGULATIONS

## SPACE ASSIGNMENTS:

Pro Expos reserves the right to shift space assignment after the contract has been signed if they find it necessary. Space is leased with the understanding that the Exhibitor will hold Pro Expos harmless from any and/or all liability which may result from any cause whatsoever.

## PAYMENT & CANCELLATIONS

In applying for space, the exhibitor will pay the cost of the space with the application. In the event of cancellation by the Exhibitor at anytime, Pro Expos shall have the right to rent the space to anyone else without obligation to return the amount paid and the right to retain such amount as liquidated damages.

## HOURS

Exhibit Hours, subject to changes authorized by the management are as follows:

Pennsylvania Buildings & Facilities Management Conference

Wednesday May 5th, 2027
*10:00am – 3:00pm*

## MOVE-IN

Tuesday May 4th, 2027
*9:00am – 5:00pm*

## MOVE-OUT:

Wednesday May 5th, 2027
*3:00pm – 8:00pm*

## DISMANTLING AND REMOVAL OF EXHIBITS:

Under no circumstances may dismantling occur before 3:00pm Wednesday May 5th, 2027

Exhibitors have until 8:00 PM Wednesday May 5th, 2027 to remove their exhibits from the hall.

## ARRANGEMENT OF EXHIBITS:

Standard booth background and side rails, decorated with bengaline curtains and uniform two-line signs re provided without charge. All other furnishings, equipment, facilities, etc., will be provided by Exhibitor at its own expense and responsibility. They may, at exhibitor's discretion, be obtained through the official suppliers. Booth backgrounds are eight feet in height and divider rails are three feet in height. In the area three feet forward from the rear background of each booth, display materials may be placed up to a height not exceeding the facility's height limitations. In any portion of the booth beyond three feet from the rear background of the booth, all parts of the exhibit shall be placed not to exceed the height of the rail, which is three feet from the building floor. Any deviation must be submitted to Pro Expos for prior approval. Exhibits not conforming to these specifications of which in design, operation or otherwise, are objectionable in the opinion of the management will be prohibited. All demonstrations and exhibits must be confined to the exhibit booths. No exhibitor shall assign, sub-let or share the whole or any part of the booth space allotted.

## GENERAL RESTRICTIONS

The use of flammable and volatile materials is prohibited. This includes: Tanks attached to machinery and vehicles. All vehicles must have the gas tank drained and a locked or taped gas cap. Battery cables must be disconnected. All butane, propane and/or any other kind of flammable gas pressure vessel, including empty vessels, are strictly prohibited.

Draping materials and other decorative materials must be flame proof and comply with all State and local regulations. Exhibitors are prohibited from using amplifying equipment that is objectionable. Exhibitors will not be permitted to use strolling entertainment or to distribute samples or souvenirs except from their own booths. Concessionaire must approve all distribution of food. Exhibitors who use costumed girls or mannequins should be sure that their manner of appearance and dress is such as to not offend even the most critical. Pro Expos reserves the right to require the modification of any questionable exhibit.

## LIABILITIES:

The Exhibitor agrees that Pro Expos, it's agents, and employees and the hosting facility or it's employees: (a) will not be responsible for any damage to or for the loss or destruction of the Exhibitor's property or injuries to the Exhibitor, his representatives, agents or employees, all claims for such loss, damage, destruction or injury being expressly waived by the Exhibitor: (b) will be exempted from or indemnified for any claims for injury to any of the Exhibitor's representatives, agents or employees.

ProExpos, its agents and employees, will not be liable for failure to hold the Exhibits as scheduled. Payments for booth space will be credited, not refunded, in this event except that any actual expense incurred in connection with the Exhibitors will be deducted if the Exhibits are called off because of fire, or any act of God, or the public enemy, or strike, or epidemic, or any law or regulation of public authority or any other act beyond the control of Pro Expos which makes it impossible or impracticable to hold the Exhibition.

## INSURANCE/SECURITY:

Exhibitors wishing to insure their materials, goods, and/or wares on display in the Exhibit against theft, damage by fire, accident, loss or liability of any kind, must do so at their own expense.

Pro Expos will provide security guard service throughout the entire meeting, including the official periods of installation and dismantling. The furnishings such services is in no case to be understood or interpreted by Exhibitors as guaranteeing them against loss or theft of any kind.

In addition to property insurance described above, exhibitors shall obtain and keep in force during the term of the installation and use of the exhibit premises, policies of comprehensive Commercial General Liability Insurance and contractual Liability Insurance insuring and specifically referring to contractual liability in an amount not less than 1,000,000 Combined Single Limit for personal injury and property damage.

Exhibitors must provide Management with a certificate of insurance covering the show location for the period of the show and which names the management and the exhibition facility management as co-insured.

Management reserves the right to profit exhibitor from setting up or operating its booth without having provided a certificate of insurance.

## MATERIAL HANDLING – CRATE STORAGE:

You may handle your own exhibits, machines or merchandise in most sites. Please read the cover letter in the Exhibitor's Show Kit. If you arrange special rigging, you must coordinate the timing of this move with the Decorating Services. Arrangements for this service and crate storage may be made with Decorator Services. Please see manual for shipping instructions and receival services information and rates. Be sure your exhibit is on time. Take advantage of the 30-day storage before the show included in the published rates.

## BOOTH RENTAL FURNITURE, ELECTRICITY AND LABOR:

You will receive an Exhibitor's Show Kit well in advance of the show. Advance order forms for furniture, carpet, tables, electrical service, set and dismantle labor will be included. Ordering this equipment and these services in advance will ensure better service and lower cost.

## ADMISSIONS:

Pro Expos will have sole control over all admissions. All persons visiting the Exhibit area will be admitted according to the rules and regulations of the Exhibit as issued or amended by the authorized representative of the Corporation.

## RULES AND REGULATIONS:

Exhibitors will abide by all other provisions of these Rules and Regulations and with fire regulations and all other regulations of governmental agencies and the hosting facility. It is expressly understood and agreed by applicant that the Rules and Regulations of the exhibit as issued or amended by Pro Expos are hereby made an integral part of the Contract and of the agreement between Applicant and Pro Expos for this reference and to the same extent and effect as if said Rules and Regulations were set forth in full in the contract.

This contract shall be governed by the laws of the State of California. Any action commenced by Exhibitor arising out of or relating to this agreement, or arising out of the exposition, shall be brought solely in the courts of California. Exhibitor consents to the jurisdiction of the courts of California for the resolution of any action arising out of or relating to this agreement, or out of or relating to the Exposition.

Management reserves the right to change the rules and regulations, and to make additional rules and regulations as it deems to be in the best interest of the exposition. Management shall have sole power to interpret, amend and enforce rules and regulations.

Authorized Signature: _____

Date:_____