



Exhibitor Space Contract

76th Annual Convention & Trade Show

NOVEMBER 17–18, 2021 AT THE IOWA EVENTS CENTER, DES MOINES

Subject to approval by the Iowa Association of School Boards (IASB), this contract and payment will reserve exhibit booth(s) for the IASB Convention. Please complete all sections prior to emailing and mailing the contract. **Make certain all highlighted signature and initial lines are completed.**

Organization Name:		
Address:		
City:	State:	Zip:
Telephone:		Fax (optional):
Contact Person:		Title:
Email:		Website:

BOOTH REQUEST/PAYMENT: Booths will only be assigned once **both** the contract and payment are received. No refunds of any kind will be made after October 15, 2021. Credit card payment is not accepted at this time.

BOOTH DETAILS: The booth is 10' wide x 10' deep. A booth ID sign will be provided at set-up or you may provide your own. Booths are \$815 each, and you may reserve additional booths at the cost of \$815 per booth. **Note: Inside and corner booths are offered at the same price this year.**

Selection	Fee	Quantity	Total
<input type="checkbox"/> Booth	\$815	_____	\$_____
<input type="checkbox"/> Bus	\$2,980	_____	\$_____

AMOUNT ENCLOSED: \$_____

I'm interested in sponsorship opportunities—please contact me with more information!

EXHIBITOR CATEGORY: Please select an exhibitor category based on products/services your organization offers.

LOCATION REQUEST: Organization requests that it **not be located near** the following vendors (maximum of four).

SHARING PROHIBITED: IASB **does now allow** for shared or sublet booths.

SALES: No sales at the convention are permitted **unless expressly approved in writing by IASB.**

WEB LISTING: A link to the Exhibitor’s list will be accessible on the IASB website for the period commencing three (3) days prior to the commencement of the convention and continuing until the third day after the conclusion of the convention.

EXHIBITOR/ATTENDEE CONTACT INFORMATION: IASB **does not sell exhibitor or attendee contact information to anyone.** If you receive an email offering access to the IASB convention attendee list, please disregard. It is important you do not reply to any such phishing email as they will result in additional emails.

Exhibitor/organization acknowledges that we have read and accept all terms, conditions, and regulations posted on the IASB trade show website, which hereby become part of this contract.

We understand that in addition to any and all legal and equitable remedies which IASB may have, that at its option it may cancel any booth contract and reservation in any case involving non-compliance with the terms, conditions, and regulations of this contract, or for nonpayment of the contract sum. This contract is accepted and submitted on behalf of the Exhibitor by:

Exhibitor’s Authorized Signature: _____ **Date:** _____

Email this contract to IASB at convention@ia-sb.org when complete AND **print** a copy of this contract and mail it with your payment to the address below. Checks should be made payable to **IASB.**

MAIL TO:
Iowa Association of School Boards
C/O 2021 Convention
6000 Grand Ave., Ste. A
Des Moines, IA 50312

CONTACT US:
Convention/Exhibitor Questions: Jeff Rohrick
convention@ia-sb.org or (515) 247-7047
Sponsorship Questions: Matt Vinsand
convention@ia-sb.org or (515) 247-7038

Initials of Exhibitor: _____

IASB OFFICE USE ONLY Check #: _____ Amount: \$ _____ Received Date: _____