

CONTINENTAL

ADVERTISING AGENCY & 518 EXPOS

DATE: ___/___/___

CONTRACT & INVOICE

BUSINESS: _____

CONTACT NAME(S): _____

EMAIL(S): _____

BUSINESS PHONE: (____) _____ - _____ CELL PHONE: (____) _____ - _____

VENUE: ALBANY MARRIOTT HOTEL -189 WOLF ROAD ALBANY, NY 12205

3 SCHEDULED EVENTS & EXHIBIT FEES FOR 2019-2020:

**Please choose 1 from each date, if participating in multiple events. Also select EXHIBIT AMOUNT, TABLE SIZE & ELECTRIC if required:
~MAJOR SPONSORSHIP AVAILABLE – INFORMATION UPON REQUEST~**

1.) BABY BOOM & MOTHER-TO-BE EXPO-

DATE: Sunday, April 28th, 2019

SET-UP: After 10:00

SHOW HOURS: 1:00-4:00

___ \$295 Schenectady-Troy Rooms ___ \$395 Hallway ___ \$495 Ballroom

___ \$750 Double Booth ___ \$1,000 Major Sponsorship + Booth Fee

___ Other \$ _____

TABLE SIZE: ___ 6ft ___ Round ___ Other: _____

ELECTRIC: Y/N

2.) ANNUAL SUMMER WEDDING EXPO –

DATE: Thursday, June 27th, 2019

SET-UP: AFTER 2:00

SHOW HOURS: 5:30-8:00

___ \$395 Schenectady-Troy Room ___ \$495 Hall Extension

___ \$595 Entrance Area ___ \$695 Ballroom ___ \$995 Double Booth ___ \$1,000

Major Sponsorship + booth fee ___ Other \$ _____

TABLE SIZE: ___ 6ft ___ Round ___ Other: _____

ELECTRIC: Y/N

3.) WEDDING EXPO – 36th ANNUAL WINTER EXPO –

DATE: SUNDAY, JANUARY 5th, 2020

SET-UP: AFTER 10:00

SHOW HOURS: 1:00-5:00

___ \$395 Schenectady-Troy Room ___ \$495 Hall Extension

___ \$595 Entrance Area ___ \$695 Ballroom ___ \$995 Double Booth ___ \$1,000

Major Sponsorship Fee + Booth Fee ___ Other \$ _____

TABLE SIZE: ___ 6ft ___ Round ___ Other: _____

ELECTRIC: Y/N

*PLEASE NOTE BOOTH SIZES:

6ft Table = Apx 6x9 area including table*

Round Table = Apx 8x8 area including table*

Double Booth = Apx 6x16 area including table*

*This will depend on which area you are exhibiting in.

**If you require more space, there may be an additional charge depending on your needs.

***Any display using backdrops must be noted on contract, so they may be placed accordingly.

NO CHANGES ONCE FLOOR PLAN IS SUBMITTED! (1 Week prior to event)

DISCOUNTS

-Deduct 5% if choosing multiple shows within a 12 month period

-Deduct 5% if paying in full at time of space reservation –

(45 Days or more prior to Event Date)

-Deduct total of 10% if choosing to participate in more than 1 show and paying in full at time of space reservation

Minimum of 50% deposit is due at time of booth reservation

Balance is due 45 days prior to event

Exhibit Fees for Show(s): \$ _____

Less Discounts: \$ _____ (if applicable)

\$ _____ TOTAL

(or)

50% Deposit: \$ _____ Date Paid ___/___/___

Balance Due: \$ _____ 45 Days prior to each event

***~Please provide a PRIZE FOR OUR RAFFLE to benefit our selected NFP organization(s) and make arrangements to mail, drop off, be picked up 2 weeks prior to event. If unable to do so, please bring with you to event & drop off at Registration Table (along with an attached business card) upon arrival. Your donation is greatly appreciated & is a great advertisement for you & your business!**

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EXHIBITOR RECEIVES:

- List of Brides (or) Mothers who attend Expo (Who give permission to share their info)
- Table with linen & 2 chairs
- Electric if required & specified on contract
- Please provide your own signage

**ALL EXHIBITORS MUST BE SET UP 30 MINUTES PRIOR TO START OF EVENT!
NO EARLY BREAK DOWN OF EXHIBITS!**

Please make checks payable to:

**J. SANDRA TIZZONE
3 HERITAGE POINTE DRIVE
CLIFTON PARK, NY 12065
(518) 542-5111
BridalShows@aol.com**

Please make all selections & complete all required fields. Print all 3 pages, sign & return, along with payment to the address above.

***DISCLAIMER:**

- We are not responsible for any damage, loss or theft incurred while participating in our Events.
- Lists are strictly confidential & are not to be shared or sold to other parties. Otherwise, it may result in legal action against you & your business.
- No promotional material is to be distributed by exhibitors for businesses not participating in expo, unless receiving prior approval in writing.
- **Refund policy**: No cash refunds. If you are unable to participate, or in the rare instance a show needs to be rescheduled, a replacement booth in a future event will be offered, upon availability.
- We do our best to make all of our Exhibitors & attendees happy. If you have any issues, questions or concerns, please bring them to our attention ASAP so we may try to resolve any potential problems. We would like to make our event experience as enjoyable as possible for everyone involved!

I acknowledge and accept all rules & regulations.....

Exhibitor Acceptance: X _____

***PLEASE DESCRIBE YOUR BOOTH SET-UP & ATTACH PHOTO OF EXHIBIT**

WE ACCEPT THE FOLLOWING FORMS OF PAYMENT:

~MESSENGER: Transfer Money – (Message Sandra Tizzone)

~VENMO: J-SandraTizzone (or) BridalShows@aol.com (or) 518-542-5111
(If you are already signed up for PAYPAL, it is very easy to sign up for VENMO which is becoming the more popular, secure & convenient way to pay.)

~PAYPAL: paypal.me/BridalShows (NO SPACE BETWEEN BRIDAL & SHOWS) (or) 518EXPOS@gmail.com
*****IMPORTANT – If you are using PayPal, DO NOT USE BridalShows@aol.com to pay (This is a very old account we no longer use)**

~CHECK (Please mail with Contract)

~CASH

****We are also happy to meet you in person @ either the Marriott, your business or home to collect payment, or you may drop off @ our address: 3 Heritage Pointe Drive, Clifton Park, NY 12065.****

