

Queens Real Estate Expo 2007

Tele: 646-210-2545 Fax: 646-349-3849

Email: apkazazis@optonline.net

EXHIBITOR REGISTRATION FORM

Directions for Registration: Please complete this registration form, sign and fax it to 646-349-3849, then mail this form with check to Queens Real Estate Expo, LLC. 33 Bouton Street, South Salem, NY 10590. Please make check payable to Queens Real Estate Expo, LLC. To pay by credit card contact Anthony Kazazis at Tele: 646-210-2545, Fax: 646-349-3849 or apkazazis@optonline.net.

1- **Booth Registration:** includes 1 table, 2 chairs, company identification sign and exhibit number. (Please refer to floor plan for booth pricing and locations)

2- **Booth Selection:** booth assignment is on a first come, first serve basis.

1st choice booth # _____ Floor _____ Size _____ X _____ Price \$ _____

2nd choice booth # _____ Floor _____ Size _____ X _____ Price \$ _____

3- **Flyer Participation Options**

A. **Share Flyer Table:** Share a flyer table (50/50)

\$ 500

Please see floor plans for designated locations of shared flyer tables (SFT)

One registered participant may attend and man the table. QREE will use its sole discretion in the placement of flyer participants.

B. **Flyer Only:** If you are unable to attend the Expo, send us your flyers, brochures, etc. and we will place them in the attendee bags.

\$ 250

MAXIMIZE YOUR MARKETING

Lecture hall and lecture classrooms available for hourly, ½ day and full day rental. Showcase your company's products and services in a private lecture/exhibit room.
(Hourly rentals include and extra ½ hour for seating)

- **Lecture Hall:** 238 seats

Lecture Hall Rental: Hourly rental: **\$725**

All day rental: **\$3,250**

- **Lecture Classrooms:** 84 seats

Lecture Classroom Rental: Hourly rental: **\$525**

All day rental: **\$2,000**

- **Private Rooms:**

One-four available, all day rental: Call for details **\$1,500, \$2,300, \$3,100**

[Contact Anthony Kazazis to reserve any lecture or private room above at 646-210-2545]

ADVERTISING OPTIONS

1- **Company Name/Logo** on our **marketing materials** including newspapers, flyers, postcard, poster and Special Expo Courier insert. **\$500**

2- **Company Name/Logo** listed on our **website**, including **linkage**. **\$350**

3- **Company Banner displayed**

- Outside along campus fence **\$200**

- Inside (Academic Building) **\$150**

4- **Outdoor Vehicle Display:** Showcase your company's van, bus, trailer, etc., hand out your materials on Guy R Brewer Street. (Vehicle must be approved by QREE.) **\$350**

[QREE will use its sole discretion in the placement of all above advertising options.]

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EXHIBITOR INFORMATION

Company Name: _____

Contact Person: _____ Title: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Cell: _____

Email: _____

Description of products and/or services: _____

Name of personnel to be employed at Expo (Need consent from QREE if more than 4)

1- _____ 5- _____

2- _____ 6- _____

3- _____ 7- _____

4- _____ 8- _____

ADDITIONAL INFORMATION

- A. Exhibitor is responsible to bring in table cloth and/or skirt for exhibit tables.
- B. Exhibitor is responsible to bring in name tags for all representatives/employees and they must be worn at all times.
- C. Table size is 3' x 6' on all floors, excluding Lower Level. Lower Level/ Food Court area table dimensions are 3' x 5'. (If you are bringing your own table in, please notify Anthony Kazazis.)
- D. Electrical access is available in specific areas for an additional \$25.00 fee (Contact Anthony Kazazis for outlet locations.)
- E. York College is equipped with Ethernet system for your wireless laptop computers.

Don't forget to advertise in The Queens Courier's Special section dedicated to promoting YOU at the Queens Real Estate Expo. This newspaper has a readership of 180,000 Queens Residents.

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EXHIBITOR BOOTH PRICING

10 X 10 BOOTH Package - MAIN FLOOR

\$1,950
value \$3,500

- Includes Expo Sponsorship – Name on all marketing materials (newspapers, flyers, posters, Queens Courier Special Expo insert, etc.)
- 10 x 10 exhibition space in Academic Building (3x6 table, 2 chairs)
- 7 x 8 exhibition space in Performing Arts Building (3x5 table, 2 chairs)
- 1 year contract of Logo on website, including linkage
- Company banner displayed outside on campus fence (Guy R Brewer St.)
- Company sign/billboard on tripod displayed in Academic Building
- A Business Profile Ad in *Queens Courier* Special Expo Insert

MAIN FLOOR PRICING

10 x 10 Booth	\$1,950 (includes above package)	37 available booths
8 x 8 Booth	\$ 850	23 available
7 x 8 Booth	\$ 800	16 available
6 x 6 Booth	\$ 700	7 available

FOOD COURT PRICING

10 x 10 Booth	\$1,850 (includes above package)	4 available
8 x 10 Booth	\$ 750	25 available
8 x 8 Booth	\$ 700	10 available
6 x 10 Booth	\$ 700	5 available

2ND FLOOR PRICING

10 x 10 Booth	\$1,850 (includes above package)	4 available
8 x 10 Booth	\$ 750	25 available
8 x 8 Booth	\$ 700	10 available
6 x 8 Booth	\$ 650	5 available

3RD FLOOR PRICING

10 x 10 Booth	\$1,750 (includes above package)	6 available
8 x 10 Booth	\$ 700	11 available
8 x 8 Booth	\$ 650	12 available
6 x 10 Booth	\$ 600	6 available
6 x 8 Booth	\$ 550	2 available

BOOTH SELECTION: booth assignment is on a first come, first serve basis.

1st choice booth # _____ Floor _____ Size _____ X _____ Price \$ _____

2nd choice booth # _____ Floor _____ Size _____ X _____ Price \$ _____

EXHIBITOR TERMS AND AGREEMENT

The 2007 Queens Real Estate Expo (QREE) is being held on Sunday, September 30th at York College, Jamaica, NY. The undersigned Exhibitor agrees to rent an exhibitor booth at the 2007 QREE and is subject to the following conditions:

- 2- Booth rental includes: 1 table, 2 chairs, identification sign and booth #. Exhibit hall is tiled (no carpet necessary.)**
- 3- Booth rental includes registration up to 4 people (Names must be provided.) Any additional personnel must be approved by QREE.**
- 4- Expo hours are from 10am-5pm. Expo set up will be 6am-9:30am the day of the Expo. Exhibit breakdown will be between 5pm-7pm. All exhibitors must remain at the Expo during above stated hours and may not breakdown the exhibit before 5pm.**
- 5- QREE reserves the right to determine the eligibility of any company or product for inclusion in the Expo.**
 - A. Exhibitor may not exhibit any merchandise/services other than that specified in registration form.
 - B. Assignment, subletting or sharing any part of the booth is prohibited without prior permission from QREE.
- 6- Indemnify:** Exhibitor hereby assumes liability for, and agrees to indemnify QREE, LLC. from and against any and all suits, actions, demands, claims, attorney fees and for damages, and any and all liabilities, loss and expenses arising from harm or injury to person or damages to property caused in whole or in part by the acts of the exhibitor, it's agents or employees.
- 7- Liability:** QREE is not responsible for loss, theft, damage or destruction of property, nor any injury to themselves or employees. Exhibitors are recommended to obtain insurance coverage for their personal property, at their own expense.
- 8- Exhibitor is entirely responsible for their exhibit space and shall not deface or mar the premises in any way.** Exhibitors are not permitted to drive nails, hooks, tacks or put up decorations or adhesive that would damage the premises.
- 9- Food and Beverage:** Exhibitors are not allowed to sell or distribute food or beverages in any way without expressed written consent of QREE. No alcoholic beverages are allowed on premises.
- 10- QREE reserves the right to restrict or remove exhibits** (without refund) that have falsely entered or who are deemed unsuitable or objectionable. QREE reserves the right to move an exhibit to another location, if deemed necessary for the smooth transaction of business.
- 11- Event of "Force Majeure"** QREE shall not be liable for any damages or expenses incurred by exhibitors in the event of any Acts of God, fire, strike, war, government action, or any other emergency that delays, interrupts, or prevents the Expo from being held. QREE may retain such part of the Exhibitor's rental as is necessary to defray expenses already incurred by QREE.
- 12- Cancellation and Refunds:** Prior to August 31st 2007, if cancellation is made by Exhibitor, QREE shall refund all monies paid, minus \$50 processing fee. If cancellation occurs within 30 days of the Expo, the Exhibitor is responsible for the entire rental fee agreed to. All cancellations must be made in writing.
- 13- QREE reserves the right to adopt any additional reasonable rules and regulations, as deemed necessary for the smooth transaction of business and the proper conduct during the Expo.**

Company _____ Name _____

Signature _____ Date _____