



58th Annual Measurement and Pipeline Institute Basic Terms and Conditions

1. Contract

This application, properly executed by applicant (exhibitor), will upon written acceptance and notification of booths assigned by the Petroleum Industry Education Committee (PIE, Inc.) Management constitutes a valid and binding contract.

2. Assignment of Booth Space

Management's assignment of booths is final and will constitute an acceptance of the exhibitor's offer to occupy space. After assignment, space location may not be changed, transferred or canceled except upon written request and with the subsequent written approval of PIE management. Space assignments may be revoked or changed by PIE management at any time that the terms and conditions are not met.

3. Exhibit Spaces

Please refer to the enclosed Events Center Diagram. All spaces are 10' x 10'. All booths include an 8' table, table covering, and two chairs. **Carpeting must be supplied by the exhibitor.**

4. Exhibit Space Rental Rates

Indoor exhibit space rental rates will be \$175.00 for a single booth space, second booth rental is \$200.00. Outdoor exhibit space is available at no extra charge to exhibitors with booths in the main exhibit hall. All others will be charged \$50.00 per company.

5. Payment/Refund Requirements

Payment is required with exhibitor's application. Make all checks payable to Seward County Community College/ATS, and mail to: Business & Industry, P.O. Box 1137, Liberal, KS 67905-1137. Refunds will be made if the booth is canceled in writing and refund requested by August 27th, 2010.

6. Security and Insurance

All property of the exhibitor is understood to remain under his custody and control, in transit to, within, or from the confines of the hall, subject to the rules and regulations of the exposition. Exhibitors are advised to carry floater insurance to cover exhibit material against damage and loss and public liability insurance against injury to the person and property of others. It is recommended that exhibitors take precautionary measures of their own such as the securing of small or easily portable articles of value.

7. Loss or Damage

Exhibitor agrees that PIE Management will not be liable for damage of any kind or for any damage or injury to person or property during the term of this agreement, from any cause whatsoever by reason of use, occupation and enjoyment of exhibit space by exhibitor or any person thereon with the consent of exhibitor, and that exhibitor will defend, indemnify and save harmless PIE management from any liability whatsoever, and account of any such damage, or injury, whether or not caused by negligence of or breach of an obligation of its employees or representatives.

8. Removal of Equipment

Exhibitors will not be permitted to remove any of their equipment or displays between the opening and closing of the exposition without special permission in writing from PIE's exhibit marshal to insure a professional climate and appearance of the entire exhibit and display floor.

9. Demonstrations

No demonstrations or solicitations will be permitted outside of the exhibitor's assigned space, and no signs or place cards may be displayed on persons or otherwise advertise exhibit spaces.

10. Compliance

The exhibitor assumes all responsibility for compliance with all pertinent ordinances, regulations and codes of duly authorized local, state, and federal governing bodies concerning fire, safety and health, together with the rules and regulations of the operators and/or owners of the property wherein the show is held.

11. Management

The exhibitor further agrees that the conditions, rules and regulation of the PIE management are made a part of this contract and the said exhibitor agrees to be bound by each and all of these rules and regulations, and that the management will have the full power to interpret, amend and enforce all rules and regulations in the best interest of the show.

Exhibitors Signature

Date



**58th Annual Measurement and Pipeline Institute
Application for Exhibit Space
September 14th and 15th, 2010**

We hereby apply for exhibit space in the above named Institute and agree to abide by the rules and regulations set down by the Petroleum Industry Education Committee as published in the Basic Terms & Conditions.

APPLICATIONS NOT ACCEPTED UNTIL JUNE 21st, 2010

Applicant Firm		
Mail Address	Email address:	
City	State	Zip Code
Telephone Number:	Fax #:	
Booth location preferred? (If you require more than 1 booth - please enter all booth numbers under each choice) 1 st Choice: 2 nd Choice: 3 rd Choice: Outside Exhibit Space (N/C if exhibiting inside also) 9		
Special requirements (each booth will have access to one 5 amp electrical circuit, electrical requirements beyond this need to be listed here so that arrangements can be made)	*Your company's web address can be listed on the Measurement & Pipeline Institute's www.liberalgasinstitute.com website for a \$5.00 fee! YES! Please add my company's web address listed below:	
Prefer to be grouped with		
Prefer NOT to be near		
Application made by (print):	Signature	
NAME OF PERSON(S) TO BE REGISTERED WITH BOOTH (\$75.00 each OR \$85.00 each after September 3 rd , 2010) & ADDRESS IF DIFFERENT FROM ABOVE COMPANY OR ATTACH BUSINESS CARD FOR EACH:		

Would you like promotional brochures mailed to your company? Yes _____ How many _____ No _____

Amount Due:

1 ST Booth space	\$175.00	_____	Participant per booth fee	\$75.00 ea	_____
2 ND Booth space	\$200.00	_____	Web Address Published	\$ 5.00	_____
Outside booth space only	\$ 50.00	_____			

Total Amount Due: \$ _____

Payment may be made by check/money order (payable to SCCC) or by credit card.

Mail to: Seward County Community College-Area Technical School, Business & Industry Office, P.O. Box 1137, Liberal, Kansas 67905 **OR**

Fax to: Reenie Jackson, S.C.C.C. Business & Industry - (620) 417-1179 **Phone:** (620) 417-1171

PLEASE CHARGE TO MY: (VISA__) (MASTERCARD__) (DISCOVER__) (AMERICAN EXPRESS__)

PRINT Name on Card _____ Signature: _____

Address & Phone number of cardholder if different than above company:

_____ Phone: _____

Card Number _____ Expiration Date _____
Amount Paid _____ **Method of Payment:** Credit Card _____ Check# _____ Other _____