



EXHIBITOR APPLICATION AND CONTRACT FOR EXHIBITOR SPACE:
 EXHIBIT SPACE RESERVATIONS ARE SUBJECT TO ACCEPTANCE OF THIS APPLICATION BY EXPO MANAGEMENT.

Company Name: _____
 Your Name: _____
 Address: _____
 City: _____ State: ____ Zip: _____
 Telephone: _____ Fax: _____ Cell Phone: _____
 E-mail: _____ Web Address: _____
 Your company listing for show program/exhibit ID, if different than above: _____

PLEASE LIST THE PRODUCTS AND/OR SERVICES YOU WISH TO EXHIBIT:
 Be specific - only items listed will be allowed in your exhibit. (Attach extra sheet if more room is needed.)

<p>Rates: \$7.00 per square foot 10' x 10' = \$700.00 10' x 20' = \$1400.00 Exhibits 300 sq. ft. or larger = 5% discount Corner spaces \$100 extra; not to exceed \$200</p> <p>Will you be demonstrating in your exhibit? Yes _ No _ If yes, please describe demonstration: _____</p> <p>Size space requested: _____</p> <p>Prefer corner? Yes _ No _ Cost of space (including corner charge): \$ _____</p>	<p>____ Enclosed is my check for 50% of above cost. (100% due after March 15, 2009)</p> <p>____ Please bill my _ Visa _ MasterCard for 100% of above cost. Name as it appears on card, including Company/Business name. _____</p> <p>Card Number _____</p> <p>Exp. Date: ____/____/____ 3 digit CVV# _____</p> <p>If billing address for credit card is different from exhibitor information, please supply on separate sheet.</p> <p>MAKE CHECK PAYABLE TO: KOJAM Productions, Inc. 9000 Linda Maria Court, Fairfax, VA 22031 703-328-4531 Fax 703-563-9529</p>
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IF ACCEPTED, I AGREE TO ABIDE BY THE SHOW RULES, REGULATIONS AND POLICIES

Applicant's Signature: _____ Date: _____

This space for use by KOJAM Productions, Inc.:
 Deposit \$ _____ Date _____ Check # _____ Badges _____
 Tickets _____ Exhibit Space # _____ Size _____ x _____ = _____
 Exhibit \$ _____ + Corners \$ _____ = Total \$ _____

TERMS AND INFORMATION

ALL EXHIBITORS

A deposit amount equal to at least 50% of total space requested must accompany this space application, for space assignment to occur. Applications will be processed in the order they are received.

APPLICATIONS RECEIVED AFTER MARCH 15, 2009

Application must be accompanied by payment of full exhibit space cost. Full deposit will be returned if space is not assigned.

FINAL PAYMENT

Due APRIL 1, 2009

INSURANCE REQUIREMENTS

Participating companies are required to provide an insurance certificate covering liability for exhibit contents, personnel and show guests within the exhibit space. The certificate should list KOJAM Productions Inc. as the additional insured.

SPACE ASSIGNMENTS

Whenever possible, space assignment will be made by Expo Management in keeping with the desires of the exhibitor. However final determination of space assignment is reserved by Expo Management and assignments may be made or changed anytime in the best interest of the show as determined by Expo Management.

CANCELLATION POLICY

All cancellations must be in writing. Cancellations received 60 days prior to the show date will be refunded 50% deposit received, less a \$100 cancellation fee. Cancellations received during the 30 days immediately prior to the Expo will receive no refund. Exceptions are cancellations that occur within 48 hours of space request and confirmation. Space reserved and cancelled within a 48-hour period will receive full refund of monies received. Failure to setup by specified move-in deadline will result in forfeiture of exhibit space and all monies paid to date.

BASIC EXHIBIT REQUIREMENTS:

- Floor covering (*i.e. carpet*) is required for all exposed areas of the exhibit space.
- Fixtures and dividers must be finished on all exposed sides.
- Banners must be approved by Expo Management.
- Exhibit and exhibit materials must fit within guidelines.
Exhibitors are responsible for their own decor and any necessary electrical and/or telephone/internet services.
(*See Exhibitor Kit for complete rules and regulations*)

EXHIBIT SPACE RENTAL INCLUDES:

- Table, 2 chairs, wastebasket
- 8' high draped background
- 3' high draped divider
- One standard company sign
- Standard exhibit carpet
- General hall guard service
- Exhibitor ID badges
- Exhibitor admission tickets

For more information contact:

expo@activegirlz.com

703-328-4531