



# EXHIBIT SPACE APPLICATION & CONTRACT



2017 SCCFA / CAT / KCA / GCA Convention  
Chattanooga Convention Center, Chattanooga, TN  
June 25 – 27, 2017

**Please fill out this application and mail, along with payment and  
convention registration form, & Exhibitor Program Information Form to:**

**SCCFA \* 107 Bristol Court \* Madison, MS 39110**

A copy will be returned for your records upon acceptance. This contract is subject to provisions listed on the reverse side of this sheet.

**Application to exhibit dated this \_\_\_\_ day of \_\_\_\_\_, 2017 by and between: \_\_\_\_\_;  
hereafter called "Exhibitor" and the SCCFA, CAT, KCA & GCA; hereafter called "Assn."**

I am a Member of::  SCCFA  CAT  KCA  GCA ---  IMSA (Check ALL associations to which you belong)

- I. In accordance with the following terms, conditions and regulations governing exhibits of the convention of the Assn. at The Chattanooga Convention Center, Chattanooga, TN, the undersigned hereby makes application for exhibit spaces(s) which, when accepted by the Assn., becomes a contract. Terms and conditions on the back of this page are a part of this contract.
- II. For general information and prices of booths, see registration form. Booths will be 10' X 10', standard draped 8' skirted table, 8'high backdrop, 3'side dividers, 2 chairs, 1 wastebasket and a 7" X 44" company sign will be furnished by the Assn. at no additional cost to the Exhibitor. All Booth's displays must be table top or display must fit within the dimensions of standard booth. If you need s 2<sup>nd</sup> booth, please contact Mary Perl.
- III. Booth assignments will be given out no earlier than 1 week prior to convention.
- IV. Please indicate the name of the person officially representing Exhibitor. (Name of person who will be responsible for this booth). Note: Exhibitor registration includes 1 (one) ticket to all program events included in full registration.

Company Name: \_\_\_\_\_  
 First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

V. Full amount must accompany this contract (make checks payable to SCCFA). I hereby acknowledge that I have received the 2017 Assn. Contract Conditions and Rules and Regulations, and will abide by them as stated on the back of this contract and in the Prospectus. It is understood these Contract Terms & Conditions are a part of the Application and Contract for Exhibit Space.

VI. Electricity hook-up needed:  NO  YES (an additional fee may apply)

VII. Will you, your spouse or add'l exhibitors be attending the banquet?  NO  YES, How Many? \_\_\_\_\_  
(Purchase of additional tickets may be required)

Accepted for Exhibitor: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

This document must be signed to be accepted by a representative of the SCCFA

Accepted by the SCCFA _____	Date: _____
Amount Received: \$ _____	Date Received: _____
Additional Tickets Needed? Opening Reception _____ Monday Reception _____ Golf _____ Banquet _____	

**DON'T FORGET TO MAKE YOUR HOTEL RESERVATIONS!!**  
**Marriott Chattanooga Downtown - (423) 756-0002- ONLY \$139.00/night**  
**Hotel cut off is June 1, 2017**



# CONTRACT TERMS & CONDITIONS



2017 SCCFA / CAT / KCA / GCA CONVENTION

June 25 - 27 ★ Chattanooga Convention Center, Chattanooga ★ TN

1. Assn. reserves the right to exercise its sole discretion in the acceptance or refusal of applications. Contracts will be assigned on a first-come, first serve basis.
2. No part of an exhibit shall be removed during the show without special permission from the management. However, all exhibits must be removed by 3:00 pm, Tuesday, June 27, 2017. If exhibits are not removed by that time, management reserves the right to remove exhibits and charge the expense to the Exhibitor.
3. Table size is 8' x 30". Table top displays or exhibits no larger than standard booth area as described on the reverse side will be permitted. Any special arrangements must be submitted in writing & emailed to [Shay@SCCFA.info](mailto:Shay@SCCFA.info) for approval. Additional charges may apply.
4. The use of loudspeakers, recording equipment, television sets, radios or the use of operating machinery which is of sufficient volume to annoy neighboring exhibitors will not be permitted.
5. It is agreed the Assn. and the management of the Chattanooga Convention Center in Chattanooga, TN will not be liable to the Exhibitor for any loss, damage or injury to his property contained in such exhibits or injuries to his person, his agents, employees, or other persons, no matter how sustained from fire, theft, accident or other causes. All claims for such loss, damage, or injury being hereby expressly waived by the Exhibitor.
6. The Exhibitor agrees that the Assn. shall have the right to make such rules and regulations or changes in floor plan arrangement of booths for said exhibition as it shall deem necessary and to amend same from time to time. The SCCFA shall have the final determination and enforcement of all rules, regulation and conditions.
7. Exhibitors or their agents may not allow any articles to be brought into the exhibition or any act done on the premises which will invalidate the insurance or increase the premium on the policies held by the management of the Chattanooga Convention Center, Chattanooga, TN nor permit anything to be done by their employees through which act the premises, property or equipment of other exhibitors will be damaged.
8. No signs or articles can be affixed, nailed or otherwise attached to walls, doors, etc. in such a manner as to deface or destroy them. Likewise, no attachments can be made to the floors by nails, screws, or any device that would damage them. All space is leased subject to these restrictions. Violations of these rules will annul the Exhibitor's contract, and he or she will be held liable for any damage resulting from such violations.
9. Exhibiting Companies shall be responsible for making their exhibit accessible to persons with disabilities as required by the Americans with Disabilities Act, and shall hold Assn. harmless from any consequences of Exhibiting Company's failure in this respect.
10. Cancellation Policy: Cancellations of exhibit space must be received in writing to the association either by mail or fax. No refunds will be made for cancellations after May 1, 2017.

**Mail: Payment, Convention Registration Form, Exhibit Space Application & Contract  
and Exhibitor Program Information Form to:**

**Southern Cemetery, Cremation & Funeral Association (SCCFA)**

**107 Bristol Court**

**Madison, MS 39110**

**TEL: 601-300-8138**

**FAX: 601-300-8050**

**email: [Shay@SCCFA.info](mailto:Shay@SCCFA.info)**

**MAKE CHECK PAYABLE TO: SCCFA**