



# EXHIBIT SPACE CONTRACT

## Company Information:

Company Name: \_\_\_\_\_ Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Website: \_\_\_\_\_  
Products/Services to be displayed: \_\_\_\_\_

## Booth Contact:

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

## Preferred Booth #:

(If choosing more than one space,  
include additional booth numbers) 1<sup>st</sup> Choice \_\_\_\_\_ 2<sup>nd</sup> Choice \_\_\_\_\_ 3<sup>rd</sup> Choice \_\_\_\_\_

## Exhibit Costs:

BIASC Member Costs.  
Non-Member Add \$300.00 per below.

BOOTHS	EARLY BIRD JUNE 15 <sup>TH</sup>	REGULAR PRICING JUNE 16 <sup>TH</sup> UNTIL SELL OUT
10' X 20'	\$7,950	\$8,150
10' X 10'	\$3,950	\$4,150
TABLE TOPS 8'X8'	\$2,350	\$2,500

## IMPORTANT INSTRUCTIONS:

- Make checks payable to: BIASC
- For Invoicing, there will be a \$10 processing fee
- Email or mail this Application Contract to:  
BIASC, BIS Dept., 17192 Murphy Ave., #14445, Irvine, CA 92623  
**Email:** lbarber@biasc.org  
**Web Site:** buildingindustryshow.com

## Payment Info:

Name On Card: \_\_\_\_\_ Credit Card #: \_\_\_\_\_ Security Code#: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_ Billing Address: \_\_\_\_\_  
Authorized Signature: \_\_\_\_\_ Amount To Charge: \$ \_\_\_\_\_ Balance Owed Date: \_\_\_\_\_

### Acceptance by Exhibiting Company:

Exhibitor hereby acknowledges it has read and understands the terms and conditions for exhibiting at BIS 2025 as set forth in the Official Rules and Regulations which are incorporated by reference into and made a part of the exhibitor contract, and agrees to be bound thereby upon the acceptance of the Contract and the accompanying deposit. Please read the Cancellation Policy before you sign. A facsimile or scanned copy of this contract, including applicant's signature, shall have the same effect as an original.

Authorized by: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Payments & Terms:

1. A 50% deposit is required with this contract to secure space. If paying by check, payment must be received within 14 days of booth selection. Balances (50%) are due August 15, 2025. Booth location will be confirmed once payment is received. Send payment ASAP if you are looking for a specific booth location.
2. Full payment must accompany contracts submitted after August 15, 2025.
3. Cancellation requests received in writing prior to August 15, 2025 will be refunded all payments minus a cancellation fee equal to 50% of the total rental fee. No cancellations or refunds will be made after August 15, 2025 and your space will be forfeited.
4. Force Majeure: If the show needs to be re-scheduled, any monies received will transfer the new date. Each party shall use reasonable efforts to promptly minimize the duration of and consequences of any failure of or delay in performance resulting from a Force Majeure event. In such event, the effected party shall not be liable to the other party or any parties for delay or failure to perform its obligations under this agreement.

## Exhibit Management Use Only

Date Received: \_\_\_\_\_  
Booth #: \_\_\_\_\_

Deposit Amount: \$ \_\_\_\_\_  
Date Rec'd: \_\_\_\_\_

Balance Due: \$ \_\_\_\_\_  
Date Rec'd: \_\_\_\_\_