




2017 SPACE RESERVATION APPLICATION

COMPANY	
CONTACT	PHONE

STREET	CITY	STATE	ZIP
EMAIL	WEB		

PRODUCTS YOU WILL BE EXHIBITING AT THE SHOW

2017 SHOWS AND SPACES

<input type="checkbox"/> CARY, NC - APRIL 22 KOKA BOOTH AMPHITHEATRE <input type="checkbox"/> Winery Non-tented Space <input type="checkbox"/> 9'x10' <input type="checkbox"/> 9'x20' <input type="checkbox"/> 20'x20' Available to NC wineries only and must provide a \$500 deposit that will be returned at set-up. Will reimburse samples per addendum.	<input type="checkbox"/> LEESBURG, VA - SEPTEMBER 9 THE VILLAGE AT LEESBURG <input type="checkbox"/> 10'x10' Non-tented Winery Space at \$300 <input type="checkbox"/> 10'x20' Non-tented Winery Space at \$400 <input type="checkbox"/> Other _____	 <input type="checkbox"/> NATIONAL HARBOR, MD-APRIL 29 & 30 MD/DC METRO <input type="checkbox"/> 10'x10' Tented Winery Space at \$600 <input type="checkbox"/> 10'x20' Tented Winery Space at \$1200 <input type="checkbox"/> Other _____ Out of state wineries must file for the appropriate permitting
<input type="checkbox"/> HUNT VALLEY, MD - JUNE 3 & 4 OREGON RIDGE PARK <input type="checkbox"/> Winery Non-tented Space <input type="checkbox"/> 9'x10' <input type="checkbox"/> 9'x20' <input type="checkbox"/> 20'x20' Available to Maryland wineries only	<input type="checkbox"/> CHARLOTTE, NC - SEPTEMBER 30 SYMPHONY PARK (SOUTHPARK MALL) <input type="checkbox"/> Winery Non-tented Space <input type="checkbox"/> 9'x10' <input type="checkbox"/> 9'x20' <input type="checkbox"/> 20'x20' Available to NC wineries only and must provide a \$500 deposit that will be returned at set-up. Will reimburse samples per addendum.	<input type="checkbox"/> BALTIMORE, MD - MAY 6 RASH FIELD, INNER HARBOR <input type="checkbox"/> Winery Non-tented Space <input type="checkbox"/> 10x10 at \$500 <input type="checkbox"/> 10x20 at \$650 Out of state wineries must file for the appropriate permitting

PAYMENT

WE ACCEPT CHECKS MADE PAYABLE TO THE TRIGGER AGENCY OR CREDIT CARD: <input type="checkbox"/> MASTER CARD <input type="checkbox"/> VISA <input type="checkbox"/> AMEX <input type="checkbox"/> DISCOVER		
CARD NUMBER	EXP. DATE	SECURITY CODE
HOLDERS NAME	AUTHORIZED SIGNATURE	
<input type="checkbox"/> PLEASE CHARGE MY CARD FOR THE FULL AMOUNT <input type="checkbox"/> PLEASE CHARGE MY CARD FOR THE DEPOSIT ONLY		

*When using a credit card, a 50% deposit (per space) will be charged upon receipt of this application, and the remaining balance will be charged 60 days prior to the show. All final balances are due 60 days prior to the show. Company signature below and a deposit are required to secure space space.

• SEE REVERSE FOR TERMS AND CONDITIONS •

• TERMS AND CONDITIONS •

I UNDERSTAND THE FOLLOWING TERMS:

1. Exhibit space and sponsorship is recognized as an advertising / promotional service performed on behalf of Exhibitor by Trigger Agency, LLC.
 2. The space on which Exhibitor shall display and exhibit products shall be as shown on the official diagram for said event or such other space of equal size as the Management may hereinafter designate. Trigger Agency, LLC reserves the right to relocate any exhibitor at any time for the benefit of the show. Exhibitor must keep space staffed at all times.
 3. The Exhibitor agrees to pay the sum above specified as follows: 50% due upon the execution of this agreement, and the remaining balance due by 60 days prior to the event. For all credit card payments, any balance due other than deposit will be automatically charged to the card on file 60 days prior to the event. Exhibitor agrees to all credit card processing fees.
 4. The actual occupation of the space is of the essence hereof. In the event the Exhibitor shall not occupy said space then and in such event Trigger Agency, LLC is expressly authorized to occupy or cause said space to be occupied in such a manner as it may deem best for the interest of said event without any rebate or allowance whatsoever therefore to Exhibitor and without in any way releasing the Exhibitor from any liability hereunder, and the Exhibitor expressly agrees to pay the Management in the full sum hereinabove set forth.
 5. Exhibitor shall not, without prior written consent of Trigger Agency, LLC, assign or sublet such space, or any part thereof, or move out his display before official closing of said show.
 6. The conditions, rules and regulations adopted by Trigger Agency, LLC are made a part hereof and incorporated herein, and the Exhibitor agrees to be bound by each and every one of them; and Trigger Agency, LLC shall have full power in the matter of interpretation, amendment and enforcement of all said conditions, rules and regulations.
 7. Exhibitor is responsible for their own well-being and will carry all necessary insurance for their person and chattel while setting up, tearing down and exhibiting in the show.
 8. Once an application is accepted by Trigger Agency, LLC, no deposits will be refunded for any reason.
 9. Specifically, Trigger Agency, LLC will not be liable for refunds or any other liabilities whatsoever for the failure to fulfill this contract due to any of the following causes:
 - (A) By reason of the enclosure in which the show or pageant is to be produced, being, before or during the show, destroyed by fire or other calamity.
 - (B) By any act of God, public enemy, strikes, statutes, ordinances or any legal authority, or any other cause beyond Trigger Agency, LLC's control.
 10. That no agreement, respect of the matters herein contained, shall become a part hereof unless duly endorsed hereon.
 11. In any case where an automobile or moving vehicle is a part of an Exhibitor's display, said vehicle is required to stay in place for all hours that the show is open. All keys to said vehicles will be surrendered to Trigger Agency, LLC upon move-in.
 12. Final approval of this application is at the discretion of Trigger Agency, LLC.
 13. As the individual executing this contract, I expressly represent that I have the authority to act as legal representative of Exhibitor and as such legally authorizes the exercise of this contract in its entirety. This contract is non-refundable, non-cancelable and non-transferable.
 14. If Exhibitor disputes payment/payments applied to MC, VISA, DISC, or AMEX, and the dispute/inquiry is resolved in favor of Trigger Agency, LLC, Exhibitor will be subject to an additional administrative fee of \$500.00.
 15. In the event that Exhibitor fails to meet its' financial and contractual obligations under this contract and Trigger Agency, LLC refers the matter to an attorney for collection, Exhibitor shall be responsible for legal fees at Fifteen Percent (15%) of the total amount due, all related court costs and all collection fees associated with all collection efforts.
 16. I understand that my voice, name and image (and those of employees of my company) may be recorded by various mechanical and/or electrical means. I hereby release any claim I (or my company) might have in law or equity in connection with the utilization of such material by Trigger Agency, LLC. I hereby authorize Trigger Agency, LLC and grant unto it or its assignees the absolute right to use said materials in connection with advertising, publicity, exhibitions, or, without limitation, any other purpose.
- By signing below, signor for Exhibitor acknowledges that he or she has read, understood, and agrees to the language above and agrees to all Terms and Conditions and Rules and Regulations as published by Trigger Agency, LLC
- | | |
|----------------------|------|
| Authorized Signature | Date |
|----------------------|------|

Complete this form and return to our offices along with a 50% deposit (per space).

Reserve Your Space Today!
Call Jess Maczka at 800.830.3976 x108 or email at jess@triggeragency.com

TRIGGER AGENCY
events • promotions

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Baltimore, MD 21211
FAX: (410) 878-9911

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drink. eat. relax.