

Application and Contract for Exhibit Space • Page 1

Meeting Dates: October 21-24, 2018 | Exhibit Dates: October 21-23, 2018 | Henry B. Gonzalez Convention Center | San Antonio

SECTION 1: CONTACT INFORMATION

The contact listed in this section will be designated as the official contact to receive all exhibit related materials and communications. Contact information for your exhibitor listing in ASTRO materials can be provided online after your application has been approved.

COMPANY NAME ON CONTRACT _____
 (This company name will also be used for the Exhibitor Directory and ASTROmobile—the official meeting app, booth signage, website and other show related materials.)

CONTACT _____ TITLE _____ TELEPHONE _____

FAX _____ EMAIL _____ WEBSITE _____

ADDRESS _____

CITY _____ STATE _____ COUNTRY _____ ZIP _____

HOW DID YOU HEAR ABOUT THE ANNUAL MEETING? _____

SECTION 2: PRODUCTS/SERVICES TO BE FEATURED

SECTION 3: EXHIBIT SPACE RENTAL RATES*

Corporate Member Booth Space Fee: \$33 per square foot

Corporate Member ID: _____

Non-corporate Member Booth Space Fee: \$35 per square foot

Booth Size (min. 10 ft. x 10 ft.): _____

Second Level Fee: \$20 per square foot

Second Level Size: _____

Corner Booth Fee: Additional \$500 per corner

Island Booth Fee: Additional \$2,000 per island

TOTAL BOOTH FEE: \$ _____

**Registration for exhibitor booth personnel is also required. The space rate includes four complimentary exhibitor registrations for each 100 square feet of exhibit space. Additional exhibitor registrations are available for purchase.*

SECTION 4: EXHIBIT SPACE LOCATION PREFERENCES

Please provide your preferred booth locations below. Please note that ASTRO does not guarantee booth placement. While every effort will be made to ensure that your company has the best booth space possible, ASTRO does not guarantee that your request can be accommodated or that your company will not be placed near a competitor. Further, ASTRO reserves the right to reconfigure the floor plan and/or relocate any exhibit at any time and is under no obligation to move an exhibitor's booth to an alternate location due to floor plan changes made after exhibitor's booth space has been selected.

Booth Preferences: 1st Choice: _____ 2nd Choice: _____ 3rd Choice: _____

ASTRO uses a priority point system to determine when a company selects exhibit space. 2017 confirmed exhibitors were given an appointment time during the 2017 Annual Meeting to select exhibit space. This appointment time was based on the company's priority point ranking, with preference first being given to 2017 Ambassadors. Exhibitor understands that the Exhibitor's 2017 booth contact was given the opportunity to review their company's priority points and submit any discrepancies to ASTRO by August 25, 2017. If Exhibitor failed to identify any priority point discrepancies by this deadline, Exhibitor understands that ASTRO is under no obligation to reschedule Exhibitor's appointment time and/or make adjustments to Exhibitor's priority points or booth location due to a discrepancy in Exhibitor's priority points total. Companies not exhibiting at the 2017 Annual Meeting are able to select space on a first-come, first-served basis beginning in December 2017.

SECTION 5: PREVIOUS PARTICIPATION

Has your company exhibited in the past? Yes No

If yes, was it under a different name? Yes No

What company name did you use? _____

Has your company merged with, been purchased by or purchased another company that has exhibited in the past? Yes No

What was the company name? _____

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SECTION 6 – PRODUCT SHOWCASE

Looking for a way for your company to gain more exposure at ASTRO 2018? The Product Showcase provides a unique platform to promote and maximize sales interest in your company's products and generate more traffic to your booth.

Check here if you would like to learn more about the Product Showcase. A member of the ASTRO Corporate Relations team will contact you.

SECTION 7: PAYMENT INFORMATION

Payment in U.S. funds drawn on a U.S. bank must be provided by November 22, 2016, or upon application, whichever comes first. All credit cards are processed in U.S. dollars. The exhibitor is responsible to the general service contractor, or any other show related vendors or companies, for additional related expenses.

PAYMENT SCHEDULE
By November 28, 2017: 50 percent deposit of total booth fee due for applications submitted by November 28, 2017.
November 29, 2017 - June 25, 2018: 50 percent of the total booth fee due for applications submitted after November 28, 2017.
After June 25, 2018: 100 percent of the total booth fee is due.

SECTION 8: CANCELLATION POLICY

- Exhibitor may cancel without penalty provided written notification is received on or before November 28, 2017. If notification is not received via email at astroexhibits@spargoinc.com by this date, exhibitor will be financially responsible for the booth space selected.
- 50 percent of the total exhibit space rental will be charged for cancellations received between November 29, 2017 - June 25, 2018.
- 100 percent of the total exhibit space rental will be charged for cancellations received after June 25, 2018.
- Failure to make payments does not release the exhibitor from its contractual financial obligation.
- All cancellations or requests for a reduction in exhibit space must be made in writing and sent via email to astroexhibits@spargoinc.com

CANCELLATION POLICY
By November 28, 2017: No booth fee charged.
November 29, 2017 - June 25, 2018: 50 percent of total booth fee charged.
After June 25, 2018: 100 percent of total booth fee charged.

ASTRO requires payment in full no later than June 25, 2018. Failure to make payments does not release the contracted or financial obligation of exhibitor.

SECTION 9: INSURANCE

Exhibitor understands that by entering into this binding contract with ASTRO that Exhibitor must procure valid insurance in accordance with the term, limits and specifications as set forth in the 2018 ASTRO Exhibitor Rules, Regulations and Policies available online at www.astro.org/exhibits18.

Initial: _____

Date: _____

SECTION 10: ACKNOWLEDGEMENT

As an authorized representative of the above stated Exhibitor, I have received and reviewed the 2018 Exhibitor Prospectus and the 2018 ASTRO Exhibitor Rules, Regulations and Policies available online at www.astro.org/exhibits18, hereinafter referred to as "2018 Exhibitor Prospectus and Rules." Exhibitor agrees to comply with the 2018 Exhibitor Prospectus and Rules which are incorporated herein by reference and made part of this contract (as existing on the date hereof and as the same may be amended or changed). In the event of any change in the 2018 Exhibitor Prospectus and Rules, the most up-to-date versions, available online at www.astro.org/exhibits18, will be controlling.

I agree and understand that the contact information provided on this Application and Contract for Exhibit Space will be shared with other organizations assisting with the Annual Meeting and other ASTRO initiatives.

The parties hereto agree that upon Exhibitor's authorized signature and ASTRO's acceptance and approval, this Application and Contract for Exhibit Space, together with the 2018 Exhibitor Prospectus and Rules, will constitute a legal and binding contract between exhibitor and ASTRO enforceable in accordance with its terms.

Exhibitor Signature: _____ Date: _____

Printed Name: _____ Telephone: _____

CHECK PAYMENT

If paying by check, please fax Application and Contract for Exhibit Space to 703-563-2691. Please mail original application with check made payable to ASTRO to:

FOR STANDARD MAIL:
 ASTRO
 P.O. Box 417217
 Boston, MA 02241-7217

FOR OVERNIGHT DELIVERY:
 Bank of America Merrill Lynch Lockbox Services
 Lockbox #417217, MA5-527-02-07
 2 Morrissey Blvd., Dorchester, MA 02125, 1-800-962-7876

CREDIT CARD PAYMENTS

An invoice will be sent within one business day with instructions to submit credit card payment online.

Submit application to exhibitcontracts@spargoinc.com