

# EXHIBIT SPACE CONTRACT



Oklahoma City Convention Center – Hall D  
Oklahoma City, OK  
**Tuesday, May 6, 2025**  
**9 am to 3 pm**

10 X 10 Booth Cost is \$1,200 (5% discount for multiple booths). A \$200 discount will be applied to all booths reserved with a signed contract before **Friday, January 31, 2025**.

1<sup>st</sup> Choice Booth \_\_\_\_\_ 2<sup>nd</sup> Choice Booth \_\_\_\_\_ 3<sup>rd</sup> Choice Booth \_\_\_\_\_

**1. The following is for Trade Show information mailings and booth setup mailings. Please complete all information.**

Company name to appear on sign (please print): \_\_\_\_\_

Company Contact: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Type of Exhibit (please list product or service displaying): \_\_\_\_\_

We request that our exhibit space not be assigned adjacent to the following particular competitors:

\_\_\_\_\_

**2. The following is for billing purposes only. Please complete if different from above.**

Company: \_\_\_\_\_

Company Contact: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**3. Please let us know how you would like to be listed in the Attendee Trade Show directory.**

Company: \_\_\_\_\_

Company Contact: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

# EXHIBIT SPACE CONTRACT

## 4. Terms and Conditions

We, the undersigned, agree to abide by the rules and regulations outlined in the exhibitor packet, and the move in and move out schedules.

Liability: Exhibitors indemnify and hold harmless the Oklahoma Food & Beverage Expo, Oklahoma Grocers Association and the Convenience Distributors of Oklahoma for all liability (damage or accident) which might ensue from any cause resulting from or connected with the transportation, placing, removal or display of exhibitors. Exhibitors are urged to insure themselves against such risk or loss of liability. Although guards will be on duty, the above-mentioned organizations do not guarantee exhibitors against loss by theft or otherwise.

The Oklahoma Food and Beverage Expo reserves the right to decline or prohibit any exhibit which in its opinion is not suitable or not in keeping the character of the exhibition. The booth cost balance is due on or before **Tuesday, April 29, 2025** and non-refundable after that date. Booths reserved after April 29, 2024 will require payment in full at the time the booth is reserved. Booth assignments are not guaranteed until the balance is received. Multi-booth reservations receive a 5% discount.

By signing and dating this Exhibit Booth Contract, exhibitor agrees to all terms and conditions as stated herein for participating in the Oklahoma Food and Beverage Expo and including receiving communications by or on behalf of the Oklahoma Food and Beverage Expo and hereby authorizes third party communications via postal mail, fax, email and/or telephone. I acknowledge that I am authorized to supply this content.

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

The Oklahoma Food and Beverage Expo agrees to furnish Booth Number(s) \_\_\_\_\_ at a cost of \$ \_\_\_\_\_ as per regulations governing exhibits which are made a part of this contract.

### **Booth Cost Fee**

Check Enclosed: Please make check payable to Oklahoma Food & Beverage Expo and mail to:

PO Box 18716, OKC, OK 73154

#### **Oklahoma Food & Beverage Expo Contact Information:**

PO Box 18716, OKC, OK 73154 \* Phone 405-525-9419 ext. 120 \* Email [info@okfoodandbevexpo.com](mailto:info@okfoodandbevexpo.com)

Website [www.okfoodandbevexpo.com](http://www.okfoodandbevexpo.com)

**FAX TO 405-525-0962**