



The Philippine American Chamber of Commerce
of Metro-Washington, D.C.

EXHIBITOR CONTRACT

Event: Fil-Am Expo 2020
Date: June 13 – 14, 2020
Venue: Dulles Expo Center
4320 Chantilly Shopping Center
Chantilly, VA 20151

Exhibitors are strictly on a first-come, first-serve basis and available booths are assigned accordingly. Your commitment to be an Exhibitor is final. Upon receipt by Philippine American Chamber of Commerce of Metro-Washington, DC (PACC-DC) via email or mail, this Contract serves as a binding contract for you or your company to be an Exhibitor at the 2020 Fil-Am Expo (Event), subject to terms and conditions stated hereunder.

No. of booths: _____ Total amount due: _____

Company or Business Name: _____

Contact Name/Title: _____

Full Address: _____

Telephone: _____

Email: _____

Website Address: _____

On-site contact name & cell no. (if different from above): _____

If electrical hook-up is needed, e.g., for booth lights, computer, cash register or credit card machines, or any other special set-up, please contact the Dulles Expo Center at https://www.dullesexpo.com/page_exbtr_services.html to inquire and order from them directly.

If any such set-up is arranged and paid with DEC, please submit a copy of your receipt to paccdcvendor2020@gmail.com

TERMS AND CONDITIONS:

1. Standard booth dimensions are 10'x10' and costs \$800 per booth. Exhibitor fees cover the full two-days of the Event. Registered non-profit organizations, please inquire about available discounts at info@filamexpo.com.
2. Each 10'x10' booth comes with one 8' x 30" white top table and 2 chairs. Shared booths (5'x10') will have two 4'x24" white top tables and 2 chairs. Additional chairs may be requested at extra cost to the Exhibitor, to be paid at time of request.
3. Site location of the Exhibitor's assigned booth(s) shall be determined solely by PACC-DC on a first-come-first-serve bases among available booths.
4. PACC-DC shall exert its best efforts to accommodate special set-up needs of Exhibitor, i.e. electrical hook-ups, but cannot guarantee delivery. Special set-up needs, if feasible or deliverable, may be subject to additional service fees.
5. Exhibitor's assigned booth(s) is exclusively for the use of the Exhibitor and shall not be shared or sub-let to another person or entity, unless authorized by PACC-DC. Exhibitor shall be solely responsible for the security and safety of its properties placed in the booth(s) at all times during the Event.



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6. Only lawful goods of commerce or services shall be marketed by Exhibitor and must be conducted within the confines of the booth(s) assigned to Exhibitor. Food vendors must comply with sanitary and safety regulations promulgated by federal or local authorities.
7. Cancellations - In case the Event is cancelled due to severe weather conditions, fire or any other fortuitous event, or for any other reason beyond the control of PACC-DC up to March 13, 2020, fifty percent (50%) of any Exhibitor fees paid will be refunded. No refunds or credits will be issued after March 13, 2020 for any reason.
8. Exhibitor expressly agrees to indemnify and save PACC-DC, its agents/officers/ directors/employees, harmless from and against any and all claims, loss, damages, injury, liability and costs, including but not limited to reasonable attorney's fees and court costs, however caused, resulting from, arising out of, or in any way connected with the activities of Exhibitor to be performed under this agreement within the event premises, or by any negligence or alleged negligence on the part of any of the Exhibitor's agents, invitees, employees, contractors or subcontractors, except that the provisions of the paragraph shall not apply to loss or liability caused by the sole negligence of PACC-DC or its agents.
9. This instrument shall be binding upon acceptance and receipt by PACC-DC of the signed Contract. Payments are expected at the time of execution of the Contract, or at the latest, within 48 hours thereof – no refunds or credits will be issued.
10. If signing for a corporation, partnership or limited liability company, the signatory represents that he/she is the duly authorized agent of the Exhibitor with full powers to bind the named Exhibitor to this Contract. This Contract remains binding even if the party signing for the Exhibitor is no longer connected to the Exhibitor.

By signing this contract, the undersigned acknowledges that he/she has read and accepts all terms and conditions above-mentioned.

Please send copy of signed agreement to paccdcvendor2020@gmail.com.

We accept payments via check Venmo (@PACC-DC). Please indicate preferred form of payment. Kindly make checks payable to **Fil Am Expo** and mail to:

c/o Thrina Lim
14624 Outpost Court, Centreville, VA 20121

Signature of Exhibitor or Agent of Exhibitor: _____

(Title/Designation)

Date: _____

Accepted: _____

(Signature over printed name)

PACC-DC

Date: _____

*For further questions or concerns please contact Fil-Am Expo Exhibitor Committee Chair Marie Valmonte
email: paccdcvendor2020@gmail.com Phone: (202)869-3366*