



**Idaho & Utah Bankers Associations  
2010 Convention  
June 27-29, 2010, Sun Valley, Idaho**

## EXHIBITOR APPLICATION

Join with key decision makers from Idaho's and Utah's banking industry to showcase your company and products at the 2010 IBA/UBA Convention. Hundreds of bankers and their guests are expected to attend this joint event. Be sure to check our websites at [www.idahobankers.org/convention](http://www.idahobankers.org/convention) or [www.uba.org/convention](http://www.uba.org/convention) for additional details and information.

The Hold Harmless Agreement (page two) must be completed in order to exhibit at the convention. Reserve your booth early, as space is limited. Payment is required at time of reservation. **Cancelations received in writing 60 days prior to the convention will receive a refund equal to 50% of the booth price. No refunds will be made for cancelations received within 60 days of the convention.**

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

Pre-Convention Contact Person: \_\_\_\_\_

Mailing Address (where all pre-convention information should be sent): \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Contact e-mail: \_\_\_\_\_

Fax: \_\_\_\_\_ Website: \_\_\_\_\_

Exhibit Booth includes Sunday/Monday meal package for up to two individuals. Additional representatives may register for a fee of \$150 to be paid in advance. Exhibitors may upgrade to full convention registration for \$400 per person. Optional activities & state dinners not included.

The following individual(s) will represent our company in the exhibit booth:

	Full Name	Nickname for Badge	Email	Phone
1				
2				

Please list company name **exactly** as it should appear in promotional materials, convention program and on all signage: \_\_\_\_\_

Please provide a one to two sentence description of your company (25 words or less ) to include in the convention program:  
\_\_\_\_\_  
\_\_\_\_\_

Please list the booth number for your top 3 choices for booth location (see layout). Final booth assignment is at the full discretion of the sponsoring associations.

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

**Deadline** – Based on our history, exhibit space will sell out. We will receive reservations provided space is available. The deadline to be guaranteed a listing in the convention program and on convention signage is June 1, 2010.

**Fees and Payment Information:**

Exhibit Booth Reservation Fee (\$1,500 for members/\$2,000 non-members) ..... \$ \_\_\_\_\_  
 \_\_\_ days of wired internet service @ \$50 per day ..... \$ \_\_\_\_\_  
 \_\_\_ days of high speed wireless internet service @ \$250 per day ..... \$ \_\_\_\_\_  
 \_\_\_ additional exhibit booth staff @ \$150 each ..... \$ \_\_\_\_\_  
 Upgrade to full convention registration for \_\_\_ booth staffers @ \$400 each ..... \$ \_\_\_\_\_  
**Total Exhibitor Registration Fees Enclosed** ..... \$ \_\_\_\_\_

**Send completed Exhibitor Reservation Form to:**  
 IBA/UBA Convention  
 PO Box 638  
 Boise, ID 83701  
 Fax: (208) 342-8044

**Check one:**     Check payable to IBA/UBA Convention                       Credit Card (Visa/MC/Amex)

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name on Card: \_\_\_\_\_

Billing Address (include zip) \_\_\_\_\_

Signature of Cardholder: \_\_\_\_\_ Date \_\_\_\_\_

# Exhibitor Information, Rules & Hold Harmless Agreement

- FEE:** Idaho or Utah Bankers Association Members – \$1,500 per booth space  
Non-Members – \$2,000 per booth space  
**Payment is required with reservation form.**
- INCLUDED IN FEE:**
- 8 x 10 Exhibit space with draped 6' table and two chairs
  - Sunday/Monday meal package for up to two individuals
- ADD-ONS:**
- Additional representatives may register for a fee of \$150
  - Exhibitors may upgrade to a full convention registration for \$400 per person
- BOOTH PLACEMENT:** The IBA & UBA will assign booth spaces, making every effort to avoid placement next to a direct competitor & accommodating booth preference where possible. Marquis sponsors receive first priority of booth reservation. Diamond and Platinum sponsors receive priority placement of booths. Booth assignments will be emailed in advance to the pre-convention contact person listed on the Exhibitor Application.
- DRAWINGS:** To encourage delegates to visit every booth, a drawing for a grand prize valued at \$1,000 is scheduled for Monday at 11:30 a.m. Exhibitors who wish to award additional prizes at the same time must coordinate the details with Angie Olson at (208) 342-8282 or [aolson@idahobankers.org](mailto:aolson@idahobankers.org).
- EXHIBIT SERVICE CONTRACTOR:** **Design West**  
3694 S 500 W, Ste A, Salt Lake City, UT 84115  
801-261-4646, 800-445-9627  
Contact: Adam Stewart, adam@designwestdecorating.com
- SHIPPING:** You may either ship directly to Sun Valley Resort or to Design West. Please check the website at [www.idahobankers.org/convention](http://www.idahobankers.org/convention) or [www.uba.org/convention](http://www.uba.org/convention) for detailed shipping information. Exhibit materials sent to Sun Valley Resort may not arrive more than one week before the convention.
- MOVE IN:** Sunday, June 27, 7:30 a.m. – 12:00 noon. Materials shipped in advance will be placed in assigned booth space.
- MOVE OUT:** Monday, June 28, 1:00 – 3:00 p.m. (Freight assistance will be available.)
- ACCOMMODATIONS:** Make your lodging reservations by May 14, 2010 to take advantage of discounted room rates. Contact the Sun Valley Resort directly at (800) 635-8261 and reference IBA/UBA Convention when making your reservation.
- SCHEDULE:** Exhibitors are required to observe the following schedule. Sunday, June 27, 1:00 – 5:00 p.m., Monday, June 28, 7:30 – noon
- NOTE:** Our valued exhibitors are encouraged to take advantage of the many other opportunities to network with participants, such as the general sessions, optional activities, and meal functions on Sunday and Monday. Business partners are asked to avoid hosting any separate events during the regular convention functions.
- NAME BADGES:** Convention name badges are required in the exhibitor area and at all convention functions. All individuals staffing an exhibit booth must be registered to receive a name badge.

## **HOLD HARMLESS AGREEMENT**

FROM: Company Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

The undersigned is an exhibitor at the Idaho and Utah Bankers Association Conventions at the Sun Valley Resort, Sun Valley, Idaho from June 27-28, 2010. By this letter, the undersigned agrees that it will hold the Idaho and Utah Bankers Associations and Sun Valley Resort and its customers, owners and employees harmless for any injury or claim resulting from the operation, installation, or occupation of an assigned exhibitor space in connection with the exhibit or performances hereunder contemplated.

The undersigned exhibitor further agrees that no later than June 28, 2010 at 3:00 p.m. he/she will relinquish the assigned exhibit space referred to herein in the same condition as it was when received, normal wear excepted, and assumes full responsibility for any and all damages which may occur to the space and/or facilities covered by this agreement as a result of the undersigned exhibitor's use or occupancy.

\_\_\_\_\_  
Exhibitor's Representative – Please Print

\_\_\_\_\_  
Representative's Signature

\_\_\_\_\_  
Date