



Exhibit Space Rules & Regulations
Western States Convention & Trade Show
Sponsored by the California Financial Services Providers
Portola Hotel and Spa, Monterey Bay California
April 18th, 19th and 20th 2010

EXHIBITOR AGRESS TO THE FOLLOWING TERMS AND CONDITIONS:

1. The Rules and Regulations are hereby Incorporated in, and made part of this contract, and shall be binding on all the parties hereto.
2. Exhibitor selects space assignments on a first come first served basis. Exhibitors paying via check will have a 10 day hold on their selected space. If payment is not received within that timeframe, then space shall be released.
3. CFSP will have the right of interpretation and approval of all matters pertaining to the contract, rules and regulations.
4. A 25% refund will be made for the cancellation of rental of exhibit space if written notice is received by March 10, 2010. No refund for cancellations after that date.

Exhibit Set Up:

Sunday, April 18 10:00 – 3:00 p.m.

Show Dates and Hours:

Sunday, April 18 3:00 – 5:00 p.m.

Monday, April 19 12:00 – 3:00 p.m.

Tuesday, April 20 8:00 – 10:00 a.m.

Exhibit Dismantling

Tuesday, April 20 10:00 – 1:00 p.m.

Tear down is permitted prior to 10:00 and ends promptly at 12:00. All cartons or packages that are to be shipped are to be clearly marked and addressed. Centralize debris. Please note that all cartons or packages left on the floor will be discarded.

Standard Booth: Each carpeted booth (8'x10' w/ standard 8' high back wall drape and 3' high side rail drape)includes; (1) 6 foot skirted table; (2) side chairs; (1) wastebasket ; (1) 7"x44" Identification sign.

Assignment of Booth Space: Selected by Exhibitor as available at time of sign-up. Sponsors earn priority status. Go to www.cfsonline.com to view exhibit hall and layout.

Exhibit Conduct: The rights and privileges of an exhibitor shall not be infringed upon by another exhibitor.

Exhibitor Badges: Exhibitor personnel must be registered with CFSP and wear CFSP identification badges while on the exhibit floor.

Fire Safety Regulations: No combustible materials such as paper, cardboard or corrugated papers shall be used at any time for construction or decoration. All decorations must stand a flame-proof test as prescribed by the local Fire Marshall.

Exhibit Shipping

Tricord Tradeshow Services will mail exhibitor kits once payment is received at the CFSP office. Shipping instructions will be provided with those materials. Out-bound cartons / packages must be sealed and labeled by you. Packages must have credit card information to be shipped.

Security: CFSP will provide security. The Tradeshow Floor will be locked during non-tradeshow hours. Neither the hotel, Tricord Tradeshow Services nor CFSP shall be liable for any loss, damage or displacement of any exhibitor's property due to any cause. Exhibitors are cautioned that small, portable articles of value should be properly secured or removed for safekeeping after exhibit hours or whenever the booth is unattended.

Liability: The exhibitor assumes the entire responsibility and liability for losses, damages and claims arriving out of injury or damage to exhibitors displays, equipment or other property brought upon the premises of the Hotel, their agents, servants and employees from any and all such losses, damages and claims.

Convention Correspondence:

Address all correspondence regarding the 2010 CFSP Western States Convention and Trade Show to:

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Contact CFSP staff at (916) 447-8232

or staff@cfsonline.com