



2020 KIOGA Annual Meeting
Exhibit Space Application and Contract
August 16-18, 2020 - Century II
Wichita, Kansas

1. The undersigned ("Lessee") hereby applies for commercial rate exhibit space at the 2020 Meeting of the Kansas Independent Oil and Gas Association (KIOGA), to be held at Century II, Wichita, Kansas August 16-18, 2020.

2. The Lessee encloses payment in full.

3. Not less than 60 days prior to August 16, 2020, the first general move-in date of the meeting, KIOGA will send to the Lessee a copy of the 2020 KIOGA Annual Meeting Official Exhibitor Service Manual with enclosures entitled:

- Important Deadlines and Dates
Advanced Registration Form
General Information
Floor Plan Showing Booth Locations
Important Information
Display Rules and Regulation
Work Authorization and Request Form

The matters contained in these enclosures ("Additional Contract Provisions") are specifically made terms of this contract. The Lessee agrees that, immediately upon receipt of the Exhibitor Service Manual, he will familiarize himself with the Additional Contract Provisions, and, if any provision is not acceptable, the Lessee will send written notification of same by certified mail to KIOGA.

4. Notwithstanding anything to the contrary contained herein, if this application and contract, signed by the Lessee, is received by KIOGA less than 60 days prior to August 16, 2020, the first general move-in date of the meeting, then, in such event, the Lessee shall be deemed to have agreed, by the execution of this application and contract, to all of the terms of the Additional Contract Provisions.

5. This contract may be cancelled by either party without penalty on or before June 16, 2020, by giving notice in writing to the other. KIOGA reserves the right to cancel or terminate this contract at any time and to withhold possession of exhibit space if the Lessee fails to perform on any condition of this contract or refuses to abide by the Additional Contract Provisions.

6. This contract shall be governed by the laws of the State of Kansas, USA.

7. Lessee reads and abides by the important information on page 2.

EARLY BIRD SPECIAL
SIGN UP BY MARCH 1, 2020
Receive \$200 Discount

OF BOOTH SPACE(S) REQUESTED (10 feet wide x 10 feet deep)
Booth Location(s) requested Second choice(s)
Equipment Size of display/space needed
BOOTH COST: \$1500 (KIOGA Member) | \$2000 (Non-Member)
HEAVY EQUIPMENT COST: \$1500 (KIOGA Member) \$2000 (Non-Member)
COMBINED COST (booth and equipment): \$2500 (Member) | \$3000 (Non-Member)

LESSEE NAME

DATE: INVOICE ME

CONTACT NAME

FULL PAYMENT ENCLOSED :

ADDRESS

CARD#

(City/State) (Zip/Postal Code)

NAME ON CARD

PHONE CELL

EXP: CVV ZIP

E-MAIL

Social Media - To be used for marketing



*BOOTH SIGN (if different from Lessee Name)

EXECUTE AND RETURN TO: (keep copy for your records)

WEBSITE

Kelly Rains | KIOGA
229 E. William, Suite 211
Wichita, Kansas 67202
O: 316.263.7297 | F: 316.263.3021
kioga@kioga.org
MAKE CHECK PAYABLE TO: KIOGA

*NOTE: If this section is not completed, your booth sign will be imprinted with "Lessee Name" provided above.

IMPORTANT INFORMATION

Installation and Dismantling of Exhibits: Move-in may begin at 3:00 p.m. Saturday, August 15, 2020. All large crates must be removed from the exhibit area by 2:00 p.m. Sunday. Dismantling of exhibits may begin at 4:00 p.m. on Monday, August 17, 2020.

Exhibits will officially open to registrants on Sunday, August 16, and will close on Monday, August 17, 2020. The hours are as follows:

Sunday, August 16	4:00 p.m. – 7:00 p.m.
Monday, August 17	9:00 a.m. – 4:00 p.m.

Facility Limitations: All freight should be shipped to Henry Helgerson Co. Century II has garage door for all equipment to be inside EXPO Hall. There will be a fork lift available. The hours of the fork lift to be determined later.

Booth Design and Furnishings: All booths are 10 feet wide and 10 feet deep and are shown to scale on exhibit space floor plan. KIOGA will furnish each exhibitor with back and side drapes, an identification sign, 6' table, chair and wastebasket.

Deductibility of Fees: Space rental and sponsorship monies paid to KIOGA may be deductible as ordinary and necessary business expenses. They are not deductible as contributions or gifts for federal income tax purposes.

Subletting of Space: No Lessee shall assign, sublet or apportion any part of the space assigned or have representatives, equipment or material from other firms other than its own in their booth unless approved in advance in writing by KIOGA.

Americans With Disabilities Act: Lessee represents and warrants that any exhibit booth or other contrivance placed in the exhibit space by the Lessee will at all times pertinent hereto be in compliance with all applicable laws and regulations, including without limitation, the Americans With Disabilities Act (Public Law 101-336), as it may be amended from time to time and all regulations issues thereunder.

Exhibitors' Services: The official service contractor is:

Henry Helgerson Co.
2900 S. Hydraulic
Wichita, Kansas 67216
Telephone: (316) 943-1851
Fax: (316) 941-4613

Century II will handle all electric and other necessary materials and services. There will be forms to follow. Lessee agrees to use show-appointed contractors for any additional services and equipment. The Lessee may appoint other contractors provided requests are made in writing in advance to KIOGA and proposed contractors qualify in accordance with the published procedures and requirements contained in the Exhibitor Services Manual.

Additional information: Not less than 60 days before the general move-in date of the meeting, KIOGA will send to the Lessee the Exhibitor Service Manual containing order forms for booth furnishings, additional draping and accessories, custom signs, telephone services, utility services and skilled labor.

ADDRESS ALL QUESTIONS AND CORRESPONDENCE TO:

Kelly Rains | KIOGA
229 E. William, Suite 211 | Wichita, Kansas 67202
O: (316) 263-7297 | F: (316) 263-3021
kioga@kioga.org

Registration: Two registrations are included in your contract. By completing the form below, the two people will be registered. All other attendees must submit an Advance Registration form, with payment, that will be mailed out at a later date. The contract includes all meals and speaker events for the persons listed below. Any and all sporting events will require additional payment.

Please type or print information of the person who will be attending the Convention:

Registrant One _____ Registrant Two _____
(*Included in Registration) (*Included in Registration)

Company (as you want it to appear on badge) _____

City/State _____ Cell phone _____

Events I plan to attend: (included in registration)

- Breakfast
- Lunch
- Monday Dinner
- Sunday Chairman's Reception

*NOTE: If you would like to attend the sporting events or include additional registrants please use the additional registration form