



Exhibitor Booth Leasing Contract

2022 CMN International Trade Show
Schaumburg Marriott Convention Center
Schaumburg, IL | July 25 – 28, 2022

Company Name: _____ Phone: _____

Primary Contact: _____ Contact Email: _____

First Time Exhibitor: YES or NO

Quantity: _____ 6' X 10' EXHIBIT BOOTH(S) @ \$ 695.00 each, Booth Number (s): _____

Quantity: _____ 10' X 10' EXHIBIT BOOTH(S) @ \$1,295.00 each, Booth Number (s): _____

Quantity: _____ 10' X 20' EXHIBIT BOOTH(S) @ \$2,590.00 each, Booth Number (s): _____

Quantity: _____ 20' X 20' EXHIBIT BOOTH(S) @ \$5,180.00 each, Booth Number (s): _____

Booths are finished with carpet, pipe and drape (walls measure 3' on each side and 8' in the back). Each booth includes one skirted 6' table, two chairs, a trash can, & booth signage. Two Exhibitor Staff Registrations are included with each 6 x 10 booth space. Four for each 10 X 10 booth space. Advertising and other show events are not included in the booth rental fee. Electricity & other display items must be arranged through the venue. Shipping of products to and from the show is the responsibility of the exhibitor. Exhibitor Decorator Package containing details and recommended partners will be provided once Booth Leasing Contract is approved and deposit retained.

***ALL Supplier Memberships must be current at the time of the show.**

TOTAL BOOTH COST

.....
\$ _____

Required deposit to hold your booth – 50% of booth fee total **DUE NOW**. Balance due by May 2, 2022.

Membership Cost If Applicable.....

\$ _____

Total Due.....

\$ _____

2022 Booth Payment and Refund Policy

Required deposit to hold your booth – 50% of booth fee total **DUE NOW**. Balance of the fee is due by May 2, 2022.

Please make your check payable to: Catholic Marketing Network and mail to: CMN, P.O. Box 610465, Dallas, Texas **75261**. To arrange to pay with a credit card, please contact Silvia Osong at 800-506-6333 or email sosong@catholicmarketing.com.

All deposits or monies for exhibition space leased are refundable if **written** cancellation is received at the CMN offices by January 31, 2022 (6 months' notice). 50% of monies or deposits received are refundable if **written** cancellation is received at the CMN offices by May 2, 2022 (90 days' notice).

No refunds will be made for cancellations of exhibit space after May 2, 2022.

Exhibition Info

Set Up: Monday, July 25th - 9:00am to 10:00pm

Exhibit Dates: Tuesday, July 26th - 9:00am to 5:00pm
Wednesday, July 27th - 9:00am to 5:00pm
Thursday (Half-day), July 28th - 9:00am to 1:00pm

Tear Down: Thursday July 28th - 1:00pm to 5:00pm
(No early breakdown is permitted before 1:00pm without prior management approval.)

Important Upcoming Dates

January 7, 2022 Hotel reservations open online at www.catholicmarketing.com.

CMN Discounted Daily Rate: \$149.00 plus tax

Renaissance Schaumburg Convention Center Hotel at 1551 Thoreau Dr. N., Schaumburg, IL 60173. The hotel is located approximately 15 miles northwest of the O'Hare International Airport.

CMN hotel rate also available by phone: 847-303-4100. (Mention you are attending the Catholic Marketing Network show to receive the special rate.)

Exhibitor promotional opportunities begin.

February 5, 2022 Exhibitor Packet sent to all exhibitors. This packet will allow you to confirm attendees, meal reservations, booth signage, program listing, and show specials. The packet will also include information regarding decorator packages, electrical and other display needs, and freight forwarding information.

February 5, 2022 Trade Show Program ad sales begin.

May 14, 2022 Trade Show Program ad sales end.

****Purchase Authorization****

I hereby authorize this purchase of exhibit space and agree to abide by the general terms and provisions provided by Catholic Marketing Network.

Authorized Signature _____ Date _____ Billing Amount _____

CMN Acceptance Signature _____ Date _____

***Please retain a copy for your records.**

**THANK YOU FOR YOUR PARTICIPATION.
WE LOOK FORWARD TO SEEING YOU AT THE SHOW!**

Please make checks payable to: Catholic Marketing Network, P.O. Box 610465, Dallas, Texas 75261
For any questions, please contact Silvia at sosong@CatholicMarketing.com or call our CMN offices at 800-506-6333
www.catholicmarketing.com