



**NYSSMA EXHIBIT CONTRACT  
2019 WINTER CONFERENCE  
December 5- 8, 2019  
JOSEPH A. FLOREANO ROCHESTER RIVERSIDE  
CONVENTION CENTER**

Date Received: _____
Amount Received: _____
Check: _____ Credit Card: _____
IM: _____
<b>BOOTH NO.</b>

Firm Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Firm Street Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

E-Mail \_\_\_\_\_ Website: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

**Indicate booth choices in different sections of the exhibit area to facilitate space assignments.**

First \_\_\_\_\_ Second \_\_\_\_\_ Third \_\_\_\_\_ Fourth \_\_\_\_\_

How many booths are desired? \_\_\_\_\_ If you would like to have space adjoining that of a specific exhibitor, give name of the firm:

\_\_\_\_\_

**BOOTH IDENTIFICATION SIGN** (limited to two lines):

Firm: \_\_\_\_\_

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

**COPY FOR PROGRAM GUIDE** (Description of products/services is limited to ten (10) words)

\_\_\_\_\_

\_\_\_\_\_

I, the undersigned, apply for exhibit space as indicated below. I have read and agree to comply with the General Exhibitor Regulations. PAYMENT IN FULL for space desired must accompany this contract. Should it be necessary to cancel, payment will be refunded according to the schedule in the General Exhibitor Regulations. **Booth space will be assigned immediately, with priority to Institutional Members in order of postmark and based on level of Institutional Membership and the number of booths requested. Booth space cannot be guaranteed as the Exhibit Hall has sold out in recent years – please reserve early!** Exhibitors who reserve a booth after November 15<sup>th</sup>, on a space available basis, will **NOT** be listed in the Conference Program.

By: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Indemnifying Clause:* Exhibitor agrees to protect, save and keep the New York State School Music Association, the Joseph A. Floreano Rochester Riverside Convention Center and the official service contractors forever harmless from any damage or charges imposed for violation of any law or ordinance whether occasioned by the negligence of the exhibitor or those holding under the exhibitor as well as to strictly comply with the applicable terms and conditions contained in the agreement between the Rochester Riverside Convention Center and the New York State School Music Association and the official service contractors against and from any and all loss, cost damage, liability or expense arising from or out of or by reason of any accident or other occurrence to anyone, including the exhibitor, its agents, employees and business invitees which arise from or out of or by reason of said exhibitor's occupancy and use of the exhibition premises or a part thereof.

Send completed contract (pdf available at [nyssma.org](http://nyssma.org)) with check payable to:

**NYSSMA** — Att: Dr. Steven E. Schopp, Executive Director • 718 The Plain Road, Westbury, NY 11590-5956  
(Phone) 516.997.7200 ext. 10 • (Fax) 516.997.1700 • E-Mail: [executive@nyssma.org](mailto:executive@nyssma.org)

**OR, IF PAYING BY CREDIT CARD, PLEASE COMPLETE THE FORM BELOW**

<input type="checkbox"/> MC	<input type="checkbox"/> VISA	<input type="checkbox"/> AMEX	<input type="checkbox"/> DISCOVER:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	EX. DATE: .....
_____ BOOTH(S) @ \$650 PER BOOTH OR _____ COLLEGE BOOTH(S) @ \$550 PER BOOTH				SUBTOTAL: \$ _____				
_____ MEMBERSHIP (include form) \$ _____				<b>TOTAL CHARGED: \$ _____</b>				
SIGNATURE: _____				ZIP CODE: _____				