

## 1. MAILING ADDRESS

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Company Name: \_\_\_\_\_ ("Exhibitor")  
Street Address: \_\_\_\_\_ City \_\_\_\_\_  
State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Company Email: \_\_\_\_\_ Website: \_\_\_\_\_  
Sales Contact: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_  
Person in Charge of Exhibit: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

### INVOICE BILLING ADDRESS (if different from above)

Billing Company Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_ City \_\_\_\_\_  
State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Company Email: \_\_\_\_\_ Website: \_\_\_\_\_  
A/P Contact: \_\_\_\_\_ Telephone: \_\_\_\_\_ A/P Contact's Email: \_\_\_\_\_

## 2. AGREEMENT OF RESPONSIBLE PARTIES

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The above described Exhibitor hereby agrees with Diversified Communications ("**Diversified**") to pay the below described fees on the below noted dates as consideration to exhibit in the WOW! Pavilion at Vinexpo New York ("**Event**") and to comply with the Conditions Rules and Regulations as set forth in **Exhibit A** below.

## 3. PAYMENT

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A deposit equaling 50% of the total cost of Exhibitor Rate is due upon receipt of invoice in order to reserve stand space. Applications received on or after December 5, 2018 must be accompanied by full payment or paid in full upon receipt of the invoice.

## 4. PAYMENT METHODS

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- 1.) 50% deposit due upon receipt of invoice. All payments must be made in U.S. dollars to  
2.) Balance due on or before December 5, 2018 Diversified Communications

### PAYMENT METHODS:

Check or Money Order DRAWN on a US Bank OR Payment by Wire Transfer or Credit Card

Follow the instructions on invoices and statements carefully to ensure your payment is applied to your account.

CAUTION: Any updates to payment details will ALWAYS be reflected on an official Diversified Communications invoice

## 5. CANCELLATION POLICY

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No cancellation is effective unless given in writing by mail or e-mail to Diversified Communications, 121 Free Street, Portland, ME 04101 or by email to [vinexponewyork@divcom.com](mailto:vinexponewyork@divcom.com). The terms and conditions for cancellation are set forth in the following Conditions Rules and Regulations attached hereto below and incorporated herein.

Cancellations received by Diversified on or before December 5, 2018 shall be subject to a cancellation fee equal to 50% of the total cost. Cancellations received by Diversified after December 5, 2018 are subject to a cancellation fee equal to 100% of the total cost.

**All outstanding fees are payable immediately upon cancellation.**

## 6. WOW! PAVILION RATES (RATES ARE IN \$US)

### Vinexpo New York WOW! Pavilion Rate:

WOW Pavilion Table(s) .....\$2,995 x \_\_\_\_\_ = \$ \_\_\_\_\_

### Exhibitor shall provide:

- ✓ Wine & Staffing for the table

### Exhibitor agrees and affirms:

Only organic and Biodynamic® wines and spirits (fully certified) will be featured at Exhibitor's WOW Pavilion Table

**Grand Total** \$ \_\_\_\_\_

### Diversified shall provide:

#### Logistics:

- ✓ Labor for set up and cleaning
- ✓ Cold storage for WOW! Designated wines
- ✓ Table and chairs
- ✓ Glasses
- ✓ Ice
- ✓ Porter service
- ✓ Spittoons
- ✓ Corkscrews

#### Promotion:

- ✓ Listing in schedule of events for each brand with a separate table; on the Event website Event guide and Event mobile app
- ✓ Social media updates highlighting the WOW! Pavilion as a special feature of the Event

## 7. AUTHORIZATION

Undersigned on behalf of Exhibitor has reviewed and affirms that Exhibitor shall abide by all Conditions, Rules and Regulations governing Vinexpo New York 2019 WOW! Pavilion offerings as set forth in **Exhibit A** located at [www.vinexponeewyork.com/exhibit/conditionsrules](http://www.vinexponeewyork.com/exhibit/conditionsrules) which are included with this WOW! Pavilion Contract and incorporated by reference. Exhibitor further affirms that acceptance of this contract by Diversified constitutes a legal and binding agreement and that undersigned is authorized to obligate Exhibitor.

**Signed Contract, organic certification and deposit must be received to secure a table.**

Remit to Marjorie Ferris at [mferris@divcom.com](mailto:mferris@divcom.com)

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

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

Print Name: \_\_\_\_\_

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