



BOMA
Oakland/East Bay

2018 Innovation Showcase

EXHIBITOR INFORMATION

BOMA Oakland East Bay – 2018 Innovation Showcase 21st Amendment, San Leandro, CA

EVENT FORMAT

The showcase's theme this year is, "What's New?" We want you to show off the latest and greatest that your company and sector of the industry has to offer a building. What solutions can you offer to our building management to their challenges? Property Managers, coordinators, engineers and other building staff are looking to see the tech and services they never knew they wanted or needed for their buildings, and your booth might have just what they're looking for!

Wine, beer and cider will be served by 21st Amendment and paid for by BOMA OEB. Each attendee will get two drink tickets. Exhibitors will provide the food for the attendees. Unlike last year, BOMA will not be providing any additional food. After drink tickets have been exhausted, guest are welcome to purchase additional drinks at their own expense. Exhibitors can give wine to the attendees, however it cannot be opened on-site. No easy-ups are allowed. As always, only associate members of BOMA OEB can exhibit at the showcase.

A printed site guide will be provided to attendees upon check-in that includes a list of the companies exhibiting, along with a brief summary of the tech (or case study, etc.) each booth will feature. As part of this application we need a brief summary of what you'll be showing off as the "what's new" at your booth. Please consider this as an answer to the question, "What's new [with your company and/or industry]?" The summary should be 3 sentences or less. Lastly, instead of stamping bingo cards, you will have door prize tickets to give to visitors of your booth, at your discretion. More information regarding the booth engagement and raffle to come.

FOOD PREPARATION:

Food provided must be cooked before the event. It cannot be cooked at the event. Warming devices like sterno and crockpots are allowed. BBQ's are NOT allowed. Any booth that would like electricity will be able to have a standard outlet, please bring your own extension cord.

LOCATION:

The Showcase will be held at the 21st Amendment Brewery and Tap House at 2010 Williams Street, San Leandro, CA 94577.

SET-UP & BOOTH HOURS:

Thursday, September 6, 2018

4:00 p.m. to 5:45 p.m.

Exhibit Hours: 6:00-8:30 p.m.

BOOTH SIZE AND STANDARD EQUIPMENT INCLUDED:

All booths are inside and each space is 6' x 6'. A standard electrical outlet will be available, which must be ordered by August 15th. Exhibitors must provide their own extension cords.

BOOTH RATES:

The cost is \$650 for an indoor 6' wide X 6' deep booth, included are, 10 comps for principals/property management members, 5 drink tickets and 20 raffle tickets to give to attendees that visit your booth. See the attached form for ordering/reference.

ADDITIONAL INFORMATION:

Parking is ample at 21st Amendment. You can register by submitting the following form by email or you can register online at www.bomaoeb.org. If you register online, we will follow up with you on electricity needs and summary.

QUESTIONS?

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BOMA Oakland East Bay

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EXHIBIT SPACE APPLICATION AND CONTRACT
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*Indicates Mandatory

1. **Booth Rental Prices:** Standard booth, 6 x 6' = \$650.00
2. **Booth Locations** will be reserved and assigned by BOMA OEB staff based on 2018 Partner priority and by date of receipt.
3. **Company/Organization:** _____

Mailing Address: * _____ City: _____

State: _____ Zip: _____ Phone: * (_____) _____ FAX (_____) _____

E-mail: * _____

Website or Preferred Social Media Handle's URL: _____

4. **Name of Contact Person (if different than above):** _____

Phone (_____) _____ E-mail: _____

5. **Company Representative(s) who will need name badges** (maximum of 2 per table will be provided).
Additional Representatives badges are available at \$100 per person. *

Name(s) (print or type)	
1.	
2.	

6. **Additional booth personnel? If so, list names:**

7. **Summary of booth display (What's new?) ***

8. **Electricity is needed at my booth: * Yes _____ No _____**

9. **Please indicate your preference for booth location specific to other companies or businesses:**
We will do our very best to accommodate your preference, but we cannot guarantee requests.

a) Close to: _____

b) Away from: _____

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10. Payment Calculation:*

Booth (\$650) \$ _____
Additional Booth Staff (maximum of 6 per booth)-- _____ @ \$100 = \$ _____
Total Due: \$ _____

11. Payment Method: (please check all that apply)*

_____ I am enclosing a check, made payable to BOMA OEB

_____ I wish to use my charge card to pay for my registration in the amount of \$ _____

D Visa D MasterCard D Discover Card D American Express

Credit Card Number: _____ Expiration date: _____ Security Code: _____

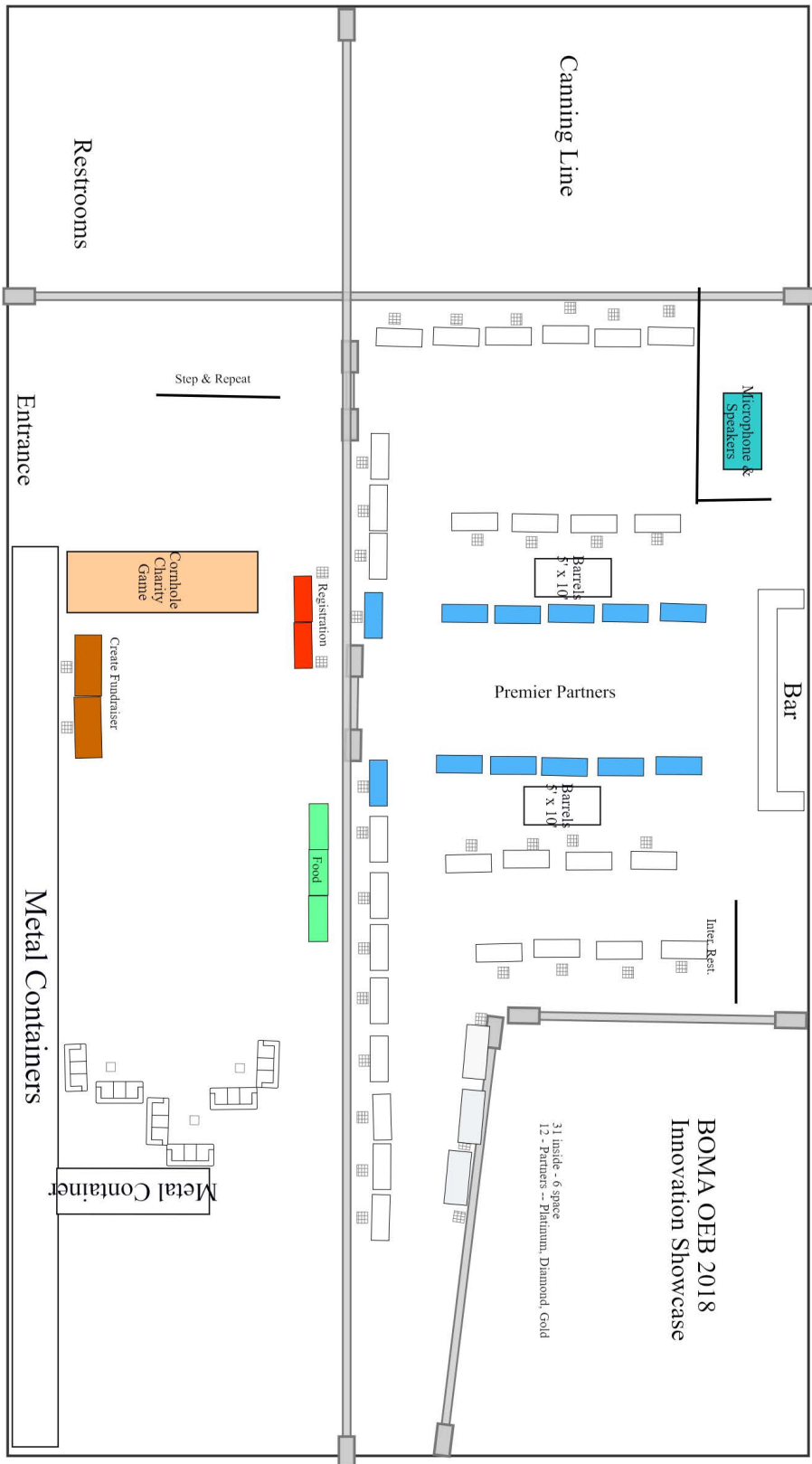
Billing Address: _____

Authorized signature: _____ Date: _____

Name on Card (Please print): _____

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Showcase Floor Plan



TradeShow - Sep 06, 2018
 2018 BOMA