



# Exhibitor Application

Application Deadline: 12 noon PST | Monday, March 3,  
2025 Exhibition Dates: May 6 & 7, 2025

Exhibitor agrees to be bound by the terms and conditions set forth by the Children's Justice Conference in this contract and by the management or owners of the exhibit facility – Tacoma Convention Center, Tacoma, Washington. Final confirmation will be provided to each exhibit firm upon execution of the "Exhibitor Application & Contract" by the Children's Justice Conference. The Children's Justice Conference reserves the right to refuse or cancel any Exhibitor Contract on the basis of conflicts with the mission, goals or objectives, or based upon any other criteria as determined by the Children's Justice Conference.

**\* EXHIBIT SPACE IS LIMITED. MAXIMUM OF 1 TABLE PER EXHIBITING ORGANIZATION/AGENCY.**

Exhibitor accepts the Children's Justice Conference terms & conditions and requests a tabletop space with 2 complimentary registration(s). Additional staff must register for a fee.

\$1000 per tabletop - Commercial Organization

\$ 0 per tabletop - Nonprofit/State Agency

Exhibitor agrees to pay the sum of \$ \_\_\_\_\_ (per tabletop requested) after receiving written confirmation by the Children's Justice Conference.

## PERSON RESPONSIBLE FOR EXHIBIT ARRANGEMENTS:

NAME \_\_\_\_\_

TITLE \_\_\_\_\_

COMPANY \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

## DESCRIPTION OF MATERIAL TO BE EXHIBITED:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Exhibitor Signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Exhibitor Printed Name

Please return a signed copy of the Exhibitor Application via email to [peter.s.park@wsu.edu](mailto:peter.s.park@wsu.edu)

For questions regarding the exhibition, contact Karolyn Smith at [karolyn.smith@dcyf.wa.gov](mailto:karolyn.smith@dcyf.wa.gov)

**By Signing this Application, the Exhibitor Agrees to the Following Terms and Conditions:**

1. All tabletop exhibits include one skirted 6' x 30" table and two chairs. Exhibit contents must not obstruct the view of or interfere with other exhibits. The Children's Justice Conference (CJC) will have the authority to make the final decision regarding any question as to obstruction or interference of any exhibit with other exhibits in the area.
2. The Exhibitor must register online and pay in full once written confirmation has been received from the Children's Justice Conference.
3. The Exhibitor is not permitted to sublet any part of its space, or to display merchandise of other manufacturers or dealers if no direct business connections exist between them.
4. Neither the CJC nor the Tacoma Convention Center assumes any responsibility for the property of Exhibitor. Loss of property resulting from theft, vandalism, fire or other cause is the sole responsibility of the Exhibitor.
5. It is expressly understood and agreed that the Exhibitor will hold harmless and make no claim of any kind against the CJC, Tacoma Convention Center or any of their members or employees, for any loss, damage to, or destruction of property, nor for any injury that may occur to the Exhibitor, his agents, or employees while in the exhibit facility, nor for any damages of any nature or character whatsoever, including direct or indirect damage as a result of loss of business arising out of the exhibition or cancellation thereof.
6. Children's Justice Conference will not knowingly violate any law or municipal ordinance, rule or regulation, but if such violation should occur, the CJC assumes no liability of any nature, including making refunds, if the exhibition hours are necessarily shortened.
7. The Exhibitor must place all waste and trash in the identified cans at the close of the exhibition each night.
8. The Exhibitor must obtain any necessary or desired insurance.
9. Due to the short time period of the exhibition, the frequently crowded condition of the exhibit facility, and the vital importance of avoiding any disruption during the orderly operation of the exhibition, CJC reserves the sole right and authority to resolve any dispute or disagreement among Exhibitors, and the CJC decision shall be final.
10. Children's Justice Conference reserves the sole right and authority to cancel the exhibition for any reason it deems satisfactory. CJC will refund to the Exhibitor all monies paid to the CJC should the CJC cancel the exhibition.
11. Children's Justice Conference reserves the right to refuse or cancel any Exhibitor Contract based on conflicts with the CJC mission, goals or objectives, or based upon any other criteria as determined by the CJC.
12. Exhibitors agree to pay for any additional registrations beyond the 2 included registrations.

**Exhibition Hours**

Setup:

Monday May 5th, 3:00 pm - 6:00 pm\*

*\*All displays must be show-ready by 7:00 am, Tuesday May 6th, 2025*

Exhibits open:

Tuesday May 6th, 7:00 am - 5:00 pm

Wednesday May 7th, 7:00 am - 5:00 pm

Tear-down:

Wednesday, May 7th, at 4:30 pm

*\*All displays must be removed no later than 6:00 pm*