TIMBER PROCESSING AND ENERGY EXPO

WILL YOU BE THERE?

www.timberprocessingandenergyexpo.com
To exhibit, contact Fred Kurpiel • 678-642-1238 • fredkurpiel@aol.com
For event information, contact Dianne Sullivan • 334-834-1170 • dianne@hattonbrown.com
TIMBER PROCESSING
AND
ENERGY EXPO

SEPTEMBER 28-30, 2016
PORTLAND EXPO CENTER
PORTLAND, OREGON

www.timberprocessingandenergyexpo.com

STACKED
IN YOUR FAVOR!
TIMBER PROCESSING AND ENERGY EXPO

INDUSTRY LEADERS!

Held every other year, the Timber Processing & Energy Expo is produced by Hatton-Brown Expositions LLC, an affiliate of Hatton-Brown Publishers, and hosted by Timber Processing and Panel World magazines.

LUMBER • PANELS • HEAT ENERGY ENGINEERED WOOD PRODUCTS
TIMBER PROCESSING AND ENERGY EXPO

- 170 exhibitor companies
- 97% of exhibitors rated the overall performance of TP&EE 2014 as excellent or good
- 1,700 registered non-exhibitors in 2014
- 140 wood products companies, hundreds of mill operations, 22 countries
- 108,000 square feet of exhibit floor space in Hall E (up from 72,000 square feet in 2014 in Hall D)

INCREASED CAPACITY!
Dear Exhibitor,

I am very pleased as a representative of Hatton-Brown Expositions to once again serve as your Exhibits & Sponsorships Sales Director for the Timber Processing and Energy Expo to be held September 28-30, 2016 at the Portland Exposition Center in Portland, Ore.

You may recall that exhibitor space, 47,000 sq. ft., was totally sold out at the 2014 TP&EE in Hall D. Dozens of companies were unable to purchase space. Many others have indicated their desire to increase their exhibitor space for 2016.

I have great news! TP&EE 2016 is moving into the larger Hall E at the Portland Expo Center. This makes available approximately a third more space for exhibitors compared to Hall D.

Consider this: 97% of the 2014 TP&EE exhibitors rated the overall performance of the event as excellent or good. 90% of exhibitors walked out of TP&EE 2014 either having already gained an order or believing they possibly would due to their participation in TP&EE.

Here are some exhibitor comments following the 2014 TP&EE:
“There were decision makers walking down the aisles and doing business.”
“We landed business from as far away as Texas and as close as Philomath, Oregon.”
“We would like to quadruple our exhibit size and bring in two or three more machines.”

The move into the larger Hall E will require some adjustments to the floor plan to accommodate the greater amount of available space. But the general layout and flow will remain similar to what we had in Hall D.

I am also happy to report that exhibit space rates remain unchanged. I look forward to working with you on your exhibitor plans for the 2016 TP&EE. Our group emphasizes friendliness and flexibility as we strive to make your experience a beneficial one.

Fred Kurpiel
Exhibits & Sponsorships Sales Director
fredkurpiel@aol.com
678-642-1238
Dear Exhibitor,

We are happy to announce that the Timber Processing and Energy Expo will be held September 28-30, 2016 at the Portland Exposition Center in Portland, Ore. This will mark the third biennial TP&EE to be produced by Hatton-Brown Expositions, an affiliate of Hatton-Brown Publishers, Inc. and Timber Processing and Panel World magazines.

The 2014 event was a major success, featuring 170 exhibitors who displayed their equipment and technologies to 1,700 industry producer personnel, representing 140 wood products companies and hundreds of lumber, veneer/plywood and engineered wood products mill operations. Non-exhibitor attendance increased by 70% compared to the 2012 event. The event also continues to attract an international audience, with 22 countries represented. In addition, 1,000 exhibitor personnel were on hand.

The 2014 TP&EE was held as housing and wood products markets rebounded from the devastating declines of previous years. Wood products companies and exhibitors conducted “real” business on the show floor. More of the same is expected in 2016 as market forecasts remain positive for the future, meaning wood products producers will continue to enhance their operations with capital expenditure on new machinery and systems.

The 2014 TP&EE also included two workshop days that featured presentations on a range of lumber, plywood and engineered wood products technologies. Many exhibitor companies took advantage of the opportunity to participate in these workshops through presentations on their latest systems. More than 200 people attended the workshops.

We look forward to your participation in the 2016 Timber Processing & Energy Expo.

Rich Donnell
Show Director
rich@hattonbrown.com
334-834-1170

WWW.TIMBERPROCESSINGANDENERGYEXPO.COM
(to be used on all promotional materials)

EXHIBITOR COMPANY NAME ____________________________________________________________

PERSON AUTHORIZING ___________________________________________ TITLE ______________

NAME OF CONTACT PERSON FOR PAPERWORK: __________________________________________________________________________________________

MAILING ADDRESS ______________________________________________________________________________________________________________________

CITY & STATE/ZIP ___________________________________________ COUNTRY __________________

PHONE ___________________________ FAX ___________________ CELL _____________________

E-MAIL __________________________________________________________________________________________

COMPANY GENERAL E-MAIL __________________________________________________________________________________________

WEB SITE __________________________________________________________________________________________

Please list three choices of booth numbers/locations: ____________________________________________________________

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Square Footage Requested: ______ ft. x ______ ft. equals ______ Total Square Feet

Exhibit Space Rates (Indoor): $18 per square foot (for exhibits up to and including 900 square feet in space)

Payment Schedule:
1) For exhibit space contracts signed during 2015, the exhibitor agrees to pay 10% of the exhibit space cost within 10 days after the signing of this agreement contract; another 40% before January 15, 2016; and the remaining 50% or balance before May 1, 2016.

2) Exhibitor payments for exhibit space contracts signed during 2016 will adjust and conform to the payment schedule cited in number 1 above.

Exhibit Space Agreement

The undersigned (“exhibitor”) as an authorized representative enters into an agreement with Hatton-Brown Expositions, LLC (organizer) to rent exhibit space at the Timber Processing & Energy Expo to be held September 28, 29, 30, 2016 at the Portland Metropolitan Exposition Center (Portland Expo Center) in Portland, Oregon. Organizer will attempt to meet the exhibitor’s request for space and location, which is prescribed elsewhere on this form based on the exhibitor floor plan; however, organizer retains the right to alter space and location because of any circumstances, including the necessity to realign the exhibitor floor plan for whatever reason. For exhibit space contracts signed during 2015, the exhibitor agrees to pay 10% of the exhibit space cost within 10 days after the signing of the contract; another 40% before January 15, 2016; and the remaining 50% or balance before May 1, 2016. Exhibitor payments for exhibit space contracts signed during 2016 will adjust and conform to the just-cited payment schedule. If the exhibitor desires to cancel all or part of the exhibit space before May 1, 2016, the exhibitor will be charged 50% of its total exhibit space cost. If an exhibitor cancels on May 1, 2016 or later, the exhibitor will be charged 100% of the exhibit space cost. If the exhibitor defaults in payment, the exhibitor is liable to organizer for collection costs, attorney’s fees and related costs. Organizer reserves the right to accept or reject exhibitor space applications and to cancel previously accepted exhibitor space applications and contracts. This contract is valid upon its signed execution by an authorized representative of the exhibitor and by an authorized representative of organizer.

The EXHIBITOR warrants that it has in effect and shall maintain for the period of this agreement for the mutual benefit of both parties a policy of general liability insurance, against claims for personal injuries or death, or damage to property occurring upon, in or about the herein rented premises, in limits not less than $1 million. EXHIBITOR agrees to secure a rider for said general liability policy that extends like coverage to these additional parties: Portland Metropolitan Exposition Center (Portland Expo Center), 2060 N. Marine Drive, Portland, Oregon 97217; Timber Processing & Energy Expo, Hatton-Brown Expositions LLC, and Hatton-Brown Publishers, PO Box 2268, Montgomery, AL 36102. Period of coverage for said rider is three days before and three days after EXPO. Proof of liability insurance must be submitted to EXPO on or before May 1, 2016. EXHIBITOR cannot occupy the space reserved until this requirement is fulfilled and full payment has been made for exhibit space.

All booths must follow IAEE rules and regulations. Please see attached pages for details.

We understand that this exhibit space agreement becomes a binding application when accepted by organizer on behalf of the Timber Processing and Energy Expo, and that the exhibitor applicant shall abide by all terms and conditions published on the front and back of this exhibit space agreement as well as the facility rules in the service kit which are hereby incorporated herewith. In addition, the exhibitor applicant agrees to allow organizer representatives to publicize the exhibitor applicant in pre-, during- and post-event promotional coverage, including written and photographic, in print, on the web and any other means.

DATE: ___________________________ EXHIBITOR COMPANY NAME: ____________________________

Exhibitor Authorized Representative Signature ___________________________ Date ______________

Hatton-Brown Expositions, LLC Authorized Representative Signature ___________________________ Date ______________

Mail, Fax or Email signed agreement contract to: Dianne Sullivan, Show Manager, Hatton-Brown Expositions, LLC,
PO Box 2268, Montgomery, AL 36102-2268  •  dianne@hattonbrown.com, 334-834-1170 ext. 127, fax: 334-387-2383
The Rules and Regulations are an extension of the Space Reservation Contract and the Terms and Conditions for the Center.

1. Definitions:
B. Center means the Portland Metropolitan Exposition Center, Portland, Oregon and all property, facilities, authorized location(s), and exhibit spaces therein.
C. Agreement/Contract means Space Reservation Contract, Terms and Conditions, and Rules and Regulations as it relates to any written agreement entered into between the Organizer and Licensee.
D. Licensee means individual, corporation, association, partnership or entity which is the responsible party utilizing the Portland Metropolitan Exposition Center via Organizer.
E. Show means trade show event.

2. Authority:
A. The Organizer shall have full responsibility for the operation of the Show including management of the Show facilities.
B. The Organizer's designated agent is hereby authorized to enter into agreements with corporations, associations, individuals, partnerships and other entities in connection with the Show held at the Center.

3. License Agreement:
All Space Reservation Contracts shall be in writing on forms approved by the Organizer's attorney, furnished by the Organizer and executed for and on behalf of the Organizer's designated agent.

4. Compliance with Laws:
Licensee shall, at its own expense, promptly comply and cause it's employees, agents, contractors, guests, and invitees to comply with all laws, ordinances, orders, rules and requirements of all federal, state, county, metropolitan governments, organizers and officers whenever applicable, all rules and regulations of the Portland Police Department and the Portland Fire Department and all policies, rules, regulations established by the Commission for the use of the Center and the jurisdiction of the Commission. Any failure by Licensee, its employees, agents, contractors, guests, and invitees to comply with any of the requirements of this paragraph shall entitle Organizer, its delegate(s), successors or assigns, at its sole discretion, to cancel any existing contracts between Organizer and Licensee, and/or deny Licensee, its successors, assigns, or alter egos, future use of said facilities.

5. Assumption of Risk:
Exhibitor assumes all risks associated with, resulting from or arising in connection with Exhibitor's participation or presence at the Show, including without limitation, all risks of theft, loss, harm, damage or injury to or of any person (including death), property (whether or not stored in any courtesy storage area), including any subrogation claims by its insurer. Neither Organizer nor the Show Facility accepts responsibility, nor is a bailment created, for property delivered by or to Exhibitor. Neither Organizer nor the Show Facility shall be liable for, and Exhibitor hereby releases all of them from, and covenants not to sue any of them with respect to, any and all risks, losses, damages and liabilities whether described in this paragraph.

6. Copyrights and Proprietary Material:
Licensee warrants that no music literary or artistic work or other property protected by copyright will be performed, reproduced or used, nor will the name of the any property protected by trademark be reproduced or used during the Licensee's use of the Center unless Licensee has obtained written permission from copyright or trademark holder. Licensee covenants to comply strictly with all laws regarding copyrights, royalties and trademarks and warrants that it will not infringe on any related statutory, common law, or other right of any person during its use of the Center. Licensee will indemnify and hold the Organizer and its agents, officers and employees harmless from all claims, losses, attorney's fees, court costs and damages with respect to such copyright and proprietary material.

7. Building and Public Safety:
Licensee agrees not to bring into the Center any material, equipment or object which is likely to endanger the facilities, the life of any person, or to cause injury to any person without the prior written approval of the Director.

8. Rental Regulations and Schedule:
A. The exhibit fee designation in paragraph one of the Space Reservation Contract is due and payable prior to the occupancy of the Center.
B. The exhibit fee consists of fees for using authorized locations of the Center.
C. A partial deposit is required with the execution of the Space Reservation Fee. Deposits are non-refundable, except in such cases where the Organizer is unable to deliver possession of the identified location(s) of the Center.
D. Exhibit booth configuration and size of each booth shall be designated on final floor plan as determined by Organizer.

9. Broadcast Rights:
The Organizer reserves all rights to all broadcasting, telecasting, videotaping and transcription of all performances, functions, meeting and activities of all users of the Center including Licensee. Licensee shall not engage in any broadcasting, telecasting, videotaping, recording or transcription activity without the written permission of the Organizer, and before such permission is granted, the Organizer may require payment of such privilege and for any costs to the Center relative to such activity.

10. Recording:
No recording, either visual or audio, of any kind shall be made of the event covered by this Agreement without the prior written approval of the Organizer. Organizer reserves the right to require payment from Licensee for that privilege.

11. Utilities:
The Center shall provide heat, cooling (where available) and existing lighting as normally available during show days. One-half normal lighting will be allowed for move-in and move-out days. Additional heating, cooling (where available) and lighting requested by Licensee will be assessed at the prevailing rate.

12. Show Services:
A. Organizer agrees to make available to the Licensee, either in-house or through the Center's agent up to its existing capacity, all electric power required, water and sewer drains requested by Licensee or its exhibitors. All charges arising from such services by the Center shall be charged at the prevailing rate for connections and consumption of the requested utility to the contracted party, the Licensee or its exhibitors, decorators and agents.
B. Organizer will furnish additional services to Licensee such as labor, audio-visual, sound, lighting, equipment, materials (to the extent of the existing inventory), technicians, etc., at the Licensee's request provided that the Licensee is responsible for the payment of such services at the prevailing rate.
13. Facility Services:
A. The Center's personnel shall maintain all public access areas which include lobbies, concourses, hallways, bathrooms, meeting rooms (except when used for exhibit space), and registration area at no extra cost to Licensee.
B. All janitorial and cleaning service, except as described in Paragraph A above, beginning with the first leased day through the final leased day, shall be the responsibility of the Licensee.
C. Organizer will provide (at no expense) personnel and equipment to properly clean aisles prior to the opening of each show day.
D. The Center will provide trash disposal receptacles for trash, debris and general packaging material as a result of exhibiting in the Center. Costs to remove debris or trash shall be borne by the Licensee. Non-hazardous fluids, chemicals, petroleum-based products, perishable items or any other non-dry material must be disposed of in a manner prescribed by the Center.
E. Any changes to the initial meeting room set will be subject to an hourly charge at the prevailing rate.
F. All parking rights are under the exclusive control of the Center and the Licensee shall not participate in same.

14. Ticketed Events: Should the contracted Show require the selling of tickets to gain admission, then the Center may require the Licensee to follow the procedures outlined on Attachment B. This section is not applicable as the Show is Non-Ticketed.

15. Admission, Security and First Aid: Organizer shall be responsible for complete admission, security and first aid services for all locations licensed, including exhibit areas, meeting rooms, loading dock areas, emergency exits and any storage areas from the time of initial occupancy until the completion of move-out. Such services, may at its option, be provided by the Organizer and will be at the expense of the Licensee. All admission, security and first aid service agreements are subject to approval by the Center.
Center reserves the right to determine the type and quantity of security and/or law enforcement officers which will be required for any specific event, in its sole discretion. By way of example and not as a limitation, Center reserves the right to determine the type and quantity of security personnel, including police officers stationed at the entrances, and security personnel stationed at the exit to any building. The aisles, passageways and other areas of the Center shall be under the constant surveillance at all times of properly trained security personnel. The Licensee agrees that it will not hire any security or law enforcement personnel, models, uniformed attendants, private investigator, or any other personnel for its booth or exhibit space without the prior written approval of the Organizer, and such personnel must be in compliance with all laws and regulations, including those of the City and State of Oregon and Federal Law. Security personnel must be under the permanent control of the Licensee.

20.  Outside Exhibits/Hospitality Suites: Organizer is prohibited, without express advance written approval from Organizer, from promoting, advertising, exhibiting, displaying, selling, offering for sale, soliciting orders for, or in any other manner offering for sale or exhibiting any products or services at the Fair that are not consistent with the nature, purpose, and character of the Fair. Licensee shall not operate hospitality suites on the Event dates during hours in which the Show is open. All exhibits must be open for business at all times during the Event.

29. Balloons: No lighter-than-air balloons shall be permitted in the facility without the express prior written approval of the Organizer.

33. Additional Terms and Conditions: Any and all matters pertaining to the Show and not specifically covered by the license agreement or by applicable policy, rules and regulations adopted by the Organizer shall be determined by the Organizer at their discretion.

34. Solicitations: No collections or donations, whether for charity or otherwise, shall be made, attempted or announced on the premises without prior approval of the Organizer.

35. Failure to Vacate/Removal of Property: Upon the expiration or sooner termination of Space Reservation Contract thereof, Licensee shall immediately remove all goods, wares, merchandise, property and debris owned by Licensee or which Licensee has placed or permitted to be placed on or at the Center. Any such property not so removed shall be considered abandoned and procedures relating to paragraph 29 above will be in force at the discretion of the General Manager.

36. Residual Matters: Any matters not expressly covered by the license agreement or by applicable policy, rules and regulations adopted by the Organizer shall be determined by the Organizer at their discretion.

38. Transportation Demand Management Plan: Events anticipating 1,500 or more attendant vehicles per event day must comply with City of Portland Conditional Use document 99-00815 CU DZ AD that provides for the placement of a public transportation tag in print media serving the Tri-City area. Contact the Expo Center Administrative Office for further information.

39. Additional Terms and Conditions: Organizer has sole control over attendance policies. Except as provided to the contrary in the Space Reservation Contract, Terms and Conditions, or Rules and Regulations, all monies paid by Exhibitor shall be deemed fully earned and non-refundable at the time of payment.
Exhibitor shall conduct itself at all times in accordance with professionalism and normal standards of decorum and good taste. In addition to its right to close an exhibit and withdraw acceptance of or terminate the contract, Organizer in its sole judgment and discretion may refuse to consider for participation in future Events an Exhibitor who violates or fails to abide by the rules or regulations, violates any part of the Space Reservation Contract, shall at all times be under the charge and control of the Organizer.

40. Incorporation of Rules and Regulations: Any matters pertaining to the Show and not specifically covered by the terms and conditions of this contract or the rules and regulations shall be subject to determination by Organizer in its sole discretion.
Exhibitors may adopt rules and regulations from time-to-time governing such matters and may amend or revoke them at any time, upon notice to Exhibitor. Any rules and regulations (whether or not included in an Exhibitor Service Manual or similar document) are an integral part of this contract and in conflict herewith or hereof shall not be binding on Organizer as soon as these additional rules or regulations are communicated to Exhibitor. The agreement including, without limitation the Space Reservation Contract, Terms and Conditions, Rules and Regulations, and any additional rules or regulations adopted by Organizer states the entire agreement of the parties with respect to the subject matter hereof.

41. Exhibitor Service Manual: Prior to the Event, Organizer will send an Exhibitor Service Manual to the “Primary Contact” listed on the front of this contract. The Exhibitor Service Manual will include information integral to participation at the Show, including but not limited to: rules and regulations, official contractor order forms, registration, shipping and drainage, utilities and building services, exhibitor display rules, and move-in, move-out schedules.