



Co-Located with the



July 31-August 2, 2024  
Panama Convention Center  
Panama, Rep. of Panama

# BOOTH CONTRACT

NOTE: This is a contract. Please fill out the following information exactly as you would like it to appear in the expo's Official Show Guide. Please sure to note all terms and conditions and sign last page.

## COMPANY INFORMATION:

Company Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone (with Country Code +): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City

State

Zip Code

Country

Company Website: \_\_\_\_\_

Email: \_\_\_\_\_

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

## PRODUCT TYPE

Tires

Auto Parts

## TYPE OF COMPANY (select all that apply):

Manufacturer

Dealer

Importer

Distributor

Other, please specify:  \_\_\_\_\_

## BOOTH #'S DESIRED

OPTION 1: \_\_\_\_\_

OPTION 2: \_\_\_\_\_

OPTION 3: \_\_\_\_\_

# OPTION 1: FLOOR SPACE ONLY

\$424.00 / per m<sup>2</sup> Exhibition Hall  
 \$508 / per m<sup>2</sup> Hallway + Lobby



- **Minimum size required for FLOOR SPACE is an 18 m2 booth**
- The exhibitor is responsible for the construction of the booth. We recommend you choose to hire one of the booth contractors listed on our website. For a list of contractors, please visit our website [www.latinpartsexpo.com](http://www.latinpartsexpo.com) → Exhibitors → Booth Contractors.
- Your contractor must be approved by show management in order to enter the convention center during set-up days. Please send the “Contractor Authorization Form” which you can find on our website → Exhibitors → Booth Contractors  
 → **Contractor Authorization Form** before May 15, 2024.



## Additional Charges

- **Electricity:** \$600 USD will automatically be added to your order for the use of electricity up to 2,000 watts. The Expo will have the electrical connections available for the exhibitor during set-up days and the booth contractor shall be responsible for all internal connections. Should you exceed the 2,000 watts, you will receive an invoice at the end of the show charging any additional usage (\$30 per every 100 watts).
- **Mandatory Wi-Fi Charge:** \$100 USD will automatically be added to your order for Wi-Fi Internet use during show days (July 31-August 2, 2024).

## Available Sizes

(please select size desired)

- 27 m2                      18 m2
- 36 m2                      36 m2
- 72 m2                      54 m2
- 180 m2                     90 m2

Booth Space:	\$ _____
+ Electricity:	\$ 600
+ Wi-Fi (Internet):	\$ 100
	_____
<b>TOTAL PRICE:</b>	<b>\$ _____</b>

**\*Note prices are per m2**  
 Hallway/Lobby \$508 m2  
 Inside Hall \$424 m2

For description of **booth styles and images**, please visit our website → exhibitor → reserve booth → booth styles

## OPTION 2:

### PRE-FABRICATED

\$463.00/ per m<sup>2</sup> Exhibition Hall

\$555.00/ per m<sup>2</sup> Hallway+Lobby

9 sqm (3 x 3)



#### INCLUDED IN A PRE-FABRICATED BOOTH

- Floor Space and basic construction of the booth.
- (Per every 9 m<sup>2</sup>) – Basic Partitions/panels, fascia board with the company name, (3) spot lights, (1) meeting table, (4) chairs, waste basket and one electrical socket with 300 watts of electricity. Should you exceed the 2,000 watts, you will receive an invoice at the end of the show charging any additional usage (\$30 per every 100 watts).



#### Additional Charges

- **Mandatory Wi-Fi Charge:** \$100 USD will automatically be added to your order for Wi-Fi Internet use during show days (July 31-August 2, 2024).

#### Available Sizes

(please select size desired)

In multiples of 9 m<sup>2</sup>

- 9 m<sup>2</sup>                      18 m<sup>2</sup>
- 27 m<sup>2</sup>                     36 m<sup>2</sup>
- 36 m<sup>2</sup>                     54 m<sup>2</sup>
- 72 m<sup>2</sup>                     90 m<sup>2</sup>

#### CARPET COLORS Note:

1. All booths will be assigned either blue or grey carpet depending on location.

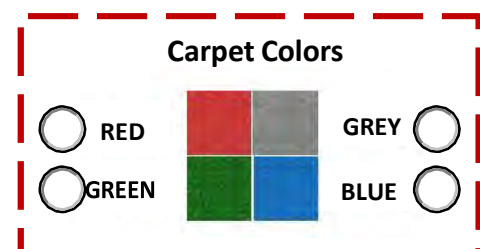
2. If you wish to have another color, the custom carpet color is a \$25/m<sup>2</sup> added charge

Booth Space:	\$ _____
+ Wi-Fi (Internet):	\$ 100 _____
+ Custome Carpet Color	\$ _____
	_____
<b>TOTAL PRICE:</b>	<b>\$ _____</b>

\*Note prices are per m<sup>2</sup>

Hallway/Lobby \$555 m<sup>2</sup>

Inside Hall \$463 m<sup>2</sup>



## ORGANIZER DETAILS

9840 SW 77<sup>th</sup> Ave  
Suite #203  
Miami FL 33156 USA  
+1 786-293-5186  
info@latinexpogroup.com

## VENUE LOCATION

PANAMA CONVENTION CENTER  
Av Amador  
Panamá  
Rep. of Panamá

---

## BADGES

- Badge registration is located on our website [www.latinpartsexpo.com](http://www.latinpartsexpo.com) --> EXHIBITOR --> BADGE REGISTRATION at no charge.
- Please do not register any clients or guests as "Exhibitors". ONLY company employees can be registered as exhibitors.
- There is no limit to how many badges you may register.
- Badges are picked up in person at the Panama Convention Center July 26 - August 2, 2024.

---

## PAYMENT DUE DATES

Once your reservation is confirmed, your **Company Profile** will appear on our website [www.latintyreexpo.com](http://www.latintyreexpo.com) and [www.latinpartsexpo.com](http://www.latinpartsexpo.com) and you will be receiving an invoice to the email provided on Page 1.

### Payment due dates are as follows:

- All **contracts** and **25% deposits** are due within 10 business days of the booth reservation.  
**\*\*\*\*\*Any booths missing a signed contract and/or deposit will be CANCELLED if not received.**
- 50% of the balance is due by November 10, 2023
- 100% of the balance is due by February 2, 2024

*Any exhibitors with unpaid balances are subject to cancellation and penalties.*

---

## CANCELLATIONS & REFUNDS

- Effective to November 10, 2023 show management will retain 50% of the total balance of each space canceled due to liquidated damages.
- Effective November 11, 2023 – July 30, 2024 show management will retain 100% of the total balance of each space canceled due to liquidated damages.

---

## COMPANY PROFILE AND WEBSITE DIRECTORY

Once your booth reservation is confirmed, you will receive an **email** with the **instructions on how to access your account** and revise your **Company Profile** (this profile will appear on our websites as well as on the Expo's Official Show Guide/Directory). Each company is responsible for submitting any changes to the Company Profile and/or contact information to Show Management via email to [info@latinexpogroup.com](mailto:info@latinexpogroup.com) or to make changes directory on the **account website** no later than May 15, 2024.

**No Company Profiles may be added/modified after May 15, 2024.** Latin Expo Group, LLC. is not responsible for any errors and/or omission in the Expo's Official Show Guide.

# PAYMENT METHODS

## CREDIT CARD

Login to your exhibitor account management page to pay by credit card online.

**NAME ON CARD:** \_\_\_\_\_ **ZIP CODE:** \_\_\_\_\_ **CVV:** \_\_\_\_\_

**CREDIT CARD # :** \_\_\_\_\_ **EXPIRATION DATE:** \_\_\_\_\_

**AMOUNT TO CHARGE:** USD \$: \_\_\_\_\_ **CARD TYPE:** VISA \_\_\_ MASTERCARD \_\_\_ AMEX \_\_\_

**WE AUTHORIZE TO SAVE THIS CARD ON FILE FOR FUTURE PAYMENTS:** YES \_\_\_ NO \_\_\_

**AUTHORIZED SIGNATURE:** \_\_\_\_\_

---

## WIRE TRANSFER



Latin Auto Parts Expo, LLC.  
9840 SW 77 Avenue  
PH # 301  
Miami, FL 33156

**IF AN AUTO PART RELATED COMPANY  
SEND TO THIS ACCOUNT**

### Wire Transfer

Beneficiary: LATIN AUTO PARTS EXPO, LLC.  
Bank: Wells Fargo Bank  
City/State/Country: MIAMI, FL. USA  
ABA: 121000248  
Swift Code: WFBIUS6S  
Chips Code: 0407  
Account #: 8172787965

### Beneficiary Bank Address:

Wells Fargo Bank  
420 Montgomery  
San Francisco, CA 94104

## CHECK

When sending a **CHECK**, please include:

- REF: Latin Auto Parts Expo
- Company Name
- Primary Contact Person's Name
- Booth Number
- Address
- Phone Number
- Email Address

### Send check to:

Latin Auto Parts Expo, LLC.  
9840 SW 77 Avenue  
PH # 301  
Miami, FL 33156

# TERMS AND CONDITIONS

**Show Management reserves the right to prohibit and/or accept or deny any exhibitors application.** If Show Management deems a display or exhibitor objectionable to show interest, the exhibit shall be subject to removal or cancellation at the Exhibitor's sole expense. This reservation includes persons, things, conduct, printed matter, signs, or any item of poor character, which is in the sole judgment of Show Management, is detrimental to the Expo. This reservation may be enacted at any time, regardless of whether it is before or during the Show. In the event of such a restriction is enforced during the Show, Show Management shall not be liable for refund of exhibit space rental fees or exhibit equipment rental fees, except at its sole discretion.

Notwithstanding the foregoing, Show Management reserves the right to prohibit the sale and/or display of any products it considers unsuitable for the show or jeopardizes the show's safe operations. *Exhibitor hereby expressly waives any right and all claims, actions or demands for damages, costs and expenses, including without limitation, legal fees, lost profits, and costs of goods sold, against the facility, show management, their directors, officers, agents, employees and/or servants for such restriction or removal.*

**Force Majeure Clause:** Should events beyond the control of the Latin Auto Parts Expo, LLC. and the Latin American & Caribbean Tyre Expo, LLC., including but not limited to (1) acts of God, (2) war, including armed conflict, (3) strikes or labor disputes, (4) diseases, (5) government regulation or advisory (including travel advisory warnings, (6) civil disturbance, (7) terrorism or threats from terrorism, (8) curtailment of transportation services of facilities which would materially affect attendees from attending the conference, (9) disaster, fire, earthquake, hurricanes, (10) unseasonable extreme inclement weather, (11) shortages or disruption of the electrical power supply causing blackouts or rolling blackouts or other essential utilities, (12) facility or venue unable to host event, or (13) any other cause reasonable beyond the parties control, making the event commercially impracticable, impracticable to perform, illegal, or impossible to fully perform under this Agreement as the Parties originally contracted. In such case Latin Auto Parts Expo, LLC. and the Latin American & Caribbean Tyre Expo, LLC., may terminate this Agreement, without liability, upon written notification.

In addition, should registered attendees and exhibitors cancel reservations or registrations because of above stated reasons but not limited to airline flight cancellations, hotel - in the event of such a restriction is enforced during the Show, Show Management shall not be liable for refund of exhibit space rental fees or exhibit equipment rental fees, except at its sole discretion. *Exhibitor hereby expressly waives any right and all claims, actions or demands for damages, costs and expenses, including without limitation, legal fees, lost profits, and costs of goods sold, against the facility, show management, their directors, officers, agents, employees and/or servants for such cancellations.*

## SIGNATURE

By signing this document, I (the exhibitor) confirm that I have read, understood , and agree with the **Exhibitor Manual** of the Latin Auto Parts Expo and/or Latin Tyre Expo (which can be found on our website) and the above terms and conditions. I accept all electrical charges, Wi-Fi (Internet) charges, and all reservation prices and terms.

---

Date

---

Exhibitor Representative Name Printed

---

Signature