

# Travel Exhibition Participation Agreement

Date: [Insert Date]

Exhibitor Name: [Insert Exhibitor Name]

Exhibitor Address: [Insert Exhibitor Address]

Email: [Insert Exhibitor Email]

Phone: [Insert Exhibitor Phone]

**Dear [Exhibitor Name],**

We are pleased to confirm your participation in the upcoming Travel Exhibition, scheduled to take place on [Insert Dates] at [Insert Venue]. This agreement outlines the terms and conditions regarding your participation.

## **Terms of Participation:**

1. Exhibitor Space: You will be allocated a booth space of [Insert Size] square meters.
2. Participation Fee: The total fee for your participation is [Insert Amount], payable by [Insert Payment Deadline].
3. Exhibition Schedule: Set-up will begin on [Insert Set-up Date], and the exhibition will run from [Insert Start Date] to [Insert End Date].
4. Cancellation Policy: In the event of cancellation, written notice must be received [Insert Cancellation Deadline] to qualify for a refund.

## **Contact Information:**

If you have any questions or require further details, please feel free to contact us at [Insert Organizer Contact Information].

We look forward to your active participation and a successful exhibition!

**Sincerely,**

[Your Name]

[Your Title]

[Exhibition Organizer Name]

[Exhibition Organizer Contact Information]