



2026 Meeting Room Contract
Ancillary to 2026 Exhibit Space Contract
 December 2-4, 2026
 Morial Convention Center
 Great Hall and Halls B, C, D, E, F & G
 New Orleans, Louisiana USA

1. Contracting Party

Company Name: _____ (“Exhibitor” or Company)
 Street Address: _____
 City: _____ State/Province: _____ Postal Code: _____ Country: _____
 Telephone: _____ Fax: _____
 Company Email: _____ Website Address: _____
 Primary Contact Person: _____ Email: _____
 Office Phone: _____ Mobile Phone: _____

BILLING ADDRESS (if different from above)

Company Name: _____ (“Agency” or “Bill to Company”)
 Street Address: _____
 City: _____ State/Province: _____ Postal Code: _____ Country: _____
 Telephone: _____ Fax: _____
 Contact Person: _____ Email: _____

Intended Room Use: _____

2. Agreement of Parties

Company agrees with Diversified Communications (“Diversified”) that so long as it is in good standing under its separate 2026 Exhibit Space Contract (“Exhibit Contract”) for International WorkBoat Show (“Event”) and provided it pays the below noted fees upon demand and complies with the below described requirements, it shall obtain use rights to the meeting room referenced above for the noted dates and times.

This meeting room rental opportunity is only available to Event exhibitors, co-exhibitors in good standing or other qualified attendees who may only use it as approved by Diversified in its discretion. Termination of the Exhibit Space Contract of the Lead Exhibitor for any reason shall serve to immediately terminate this Contract. Use of the room(s) for a purpose other than the one approved shall be cause for Diversified to terminate the Contract and to require occupants to vacate.

3. Meeting Room Details & Requirements:

Rental of meeting room(s) is for dates specified below. Company’s use of the designated meeting room is subject to the Company’s agreement to adhere to the venue’s requirements and guidelines for furnishings, set-up, catering, and cleaning as well as any use limitations that are set forth within the Morial Convention Center Exhibitor Policies and Information publication, which will be provided after this executed Contract is returned. Meeting room rental includes furniture set-up with tables and chairs in the configuration indicated on the form which must be separately submitted, but no other benefits are included. Changes to the room configuration and size requested may trigger additional fees.

MEETING ROOM RENTAL	DATE(S) REQUESTED	SUBTOTAL
<input type="checkbox"/> 1 Room (\$920 per room/per day)		
<input type="checkbox"/> 2 Rooms (\$815 per room/per day)		
<input type="checkbox"/> 3 + Rooms (\$705 per room/per day)		



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MEETING ROOM SIGNAGE

SUBTOTAL

<input type="checkbox"/> Name & Logo (\$ 155 per room Early Rate / \$210 w/in 30 days of Event)	
<p align="center">TOTAL FEES FOR MEETING ROOM RENTAL</p>	<p align="center">\$</p>

4. Meeting Room Services & Costs:

No signage is included in the base rental price but is available for the above noted fees. Please contact Jordan Randall at jrandall@divcom.com for meeting room signage details and for submission of signage design. Specialty furnishings, catering, utilities (including electrical service and internet service), and audio/visual are NOT included in the room rental and must be separately reserved and paid for through the facility vendors who are the official providers of these services. Company will be provided vendor contact information when its meeting room assignment(s) are confirmed.

5. Changes/Cancellations:

Changes to this Contract including reductions in the room rentals must be made in writing to Diversified. Cancellations are subject to a cancellation fee equal to 100% of the fee charged for the meeting room that is canceled.

6. Indemnification & Limitation of Liability:

Under no circumstances shall Diversified be liable to Company or any third party for indirect, incidental, consequential, special, or exemplary damages (even if advised of the possibility of such damages), arising from this Contract such as, but not limited to, loss of revenue or anticipated profits or lost business, costs of delay, or liabilities to third parties arising from any source. Diversified disclaims any and all representations and warranties and makes no guarantees that the Company will experience increased business or sales from its room rental. Company acknowledges that it shall have full responsibility to insure or otherwise keep and protect its property safe from theft or loss. Diversified assumes no risk; and, by the acceptance of this Contract, Company expressly releases Diversified of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said space by Company. Diversified's liability with respect to this Contract shall in no event exceed the fees owed pursuant hereto.

Company shall at all times defend, indemnify, and hold harmless Diversified and its officers, directors, shareholders, employees, accountants, attorneys, agents, affiliates, subsidiaries, successors, and assigns from and against any and all third-party claims, damages, liabilities, costs, and expenses, including reasonable legal fees and expenses, arising out of this Meeting Room Contract.

7. Payment Terms

Meeting room will be reserved once Diversified has received this Contract via email and your payment in full. Total cost due is payable to Diversified Communications upon receipt of an invoice which will include other instructions regarding the particulars of payment all of which shall be incorporated into this contract as if stated herein. Payments received for meeting rooms are non-refundable.

Signature below of a Company representative confirms Company's agreement with the terms and conditions set forth in this Meeting Room Contract and upon receipt by Diversified constitutes a binding agreement.

Signature: _____ **Print Name:** _____

Title: _____ **Company:** _____ **Date:** _____

Send your completed signed Contract by email to Jordan Randall at jrandall@divcom.com