

HPBExpo26 SPACE RENTAL CHARGES AND PAYMENT TERMS

****STANDARD RATE – EXPIRES AFTER JANUARY 8, 2026****

1. Standard Discounted Exhibit Space Fees
 - a. Member Category: \$36/38+ per square foot~
HPBA members paying dues and in good standing at the time of HPBExpo; Companies having never exhibited in a previous HPBExpo
 - b. Non-Member Category: \$46/\$48+ per square foot
Exhibitors not members of HPBA or in good standing at the time of HPBExpo
 - c. Scheduled Prices increases: January 9, 2026

+Secondary, higher price applies to indoor corner booths and all outdoor space over and above indoor space contracted.

~Member exhibitors with 2,500 sq. ft. or more will receive a \$0.50 discount per sq. ft.
2. Your contracted company name for HPBExpo26 must be the same as your HPBA member company name (i) to receive credit for membership and not be charged the non-member exhibit rate and (ii) to receive priority points for membership.
3. If you submit an application that is received by HPBA after September 30, 2025, but before January 9, 2026, you must
 - a. Pay an increased *Standard* Exhibit Space rate;
 - b. Pay the full exhibit fee within two weeks of your application and reservation.
 - c. Payments received after February 2, 2026 must be made using a credit card or electronic transfer.
 - d. 60% of the total exhibit fee is non-refundable through October 15, 2025; and 100% of the total exhibit fee is non-refundable after October 15, 2025.
4. If you submit an application that is received by HPBA on or after January 9, 2026, you must
 - e. Pay an increased *Late* exhibit space rate;
 - f. Pay the full exhibit fee upon receipt of your invoice.
 - g. Payments received after February 2, 2026 must be made using a credit card or electronic transfer.
 - h. 100% of the total exhibit fee is non-refundable.
5. Checks must be made payable to: "HPBA" and sent to: Hearth, Patio & Barbecue Association and submitted at the time of the booth reservation or mailed to PO Box 412397, Boston, MA, 02241-2397. Do not send payments to this address by overnight courier.
6. HPBA's receipt of a deposit does not create a binding agreement with any application for exhibit space. HPBA retains the right, in its sole discretion, to decline to accept an application by returning any submitted deposit.
7. **DOWNSIZE AND CANCELLATION POLICY:** Exhibit booth space contracted for, in an Exhibit Space Application & Contract accepted by HPBA, may be downsized or cancelled if written notice of downsizing or cancellation is received by HPBA on or before October 15, 2025. The amount of any refund due to the exhibitor will depend upon when HPBA receives such written notice. Notice of downsizing or cancellation must be sent to and acknowledged by HPBA - HPBExpo26 Show Management: exhibits@hpba.org.
 - Exhibitors whose downsizing or cancellation notices are received by HPBA on or before July 15, 2025 shall be liable for 30% of the price of the cancelled portion of the booth space, plus 100% of the price of the retained booth space.
 - Exhibitors whose downsizing or cancellation notices are received by HPBA after July 15, 2025, but on or before October 15, 2025, shall be liable for 60% of the price of the cancelled portion of the booth space, plus 100% of the price of the retained booth space.
 - Exhibitors whose downsizing or cancellation notices are received by HPBA after October 15, 2025, shall be liable for 100% of the price of the cancelled portion of the booth space, plus 100% of the price of the retained booth space.
 - Any refunds due shall be processed and paid after the conclusion of the HPBExpo26. Exhibitors shall be liable for all cancellation fees and booth fees, irrespective of whether booth fees have been paid.