



SHPE STEM FAMILIA FEST 2026

Exhibitor Commitment Form

Saturday, October 31, 2026 • Indiana Convention Center

EVENT HOURS

Move In

Saturday, October 31, 2026 8:00 AM – 10:00 AM

**All exhibitors must be set up by 10:00 AM.*

Open to Attendees

Saturday, October 31, 2026 10:00 AM – 2:00 PM

Move Out

Saturday, October 31, 2026 2:00 PM – 4:00 PM

PRICING

Exhibitor Type	Price
Nonprofit Exhibitor	\$500
Corporate Exhibitor	\$1,000
SHPE Member	\$250
Community Exhibitor	In-kind donation

All exhibitor types include:

- 10x10 ft booth space with 6 ft table, 2 chairs, and wastebasket
- Note the expo hall is not carpeted, and exhibitors are not required to carpet their booth space.
- 2 STEM Familia Fest registrations (*note: does not include access to SHPE National Convention*)
 - Online profile on attendee website and mobile app
 - Name recognition on the STEM Familia Fest website
 - Name recognition in 1 STEM Familia Fest email blast
 - Hands-on family engagement opportunity

CONTACT INFORMATION

Primary Contact	Title
Organization	

Address	City / State / Zip
Phone	Email
Website	
Secondary Contact	Title
Email	Phone
Total Amount \$	
Signature (Required)	Date

Please select your exhibitor type:

☐ Nonprofit Exhibitor (\$500) ☐ Corporate Exhibitor (\$1,000) ☐ Community Exhibitor

☐ I acknowledge that I have read and accepted the terms, conditions, rules, and regulations outlined in this form.

Please submit the completed form to kirstenb@shpe.org. Upon receipt of your signed commitment form, an invoice will be sent to the billing contact with online payment options through a secure portal.

PAYMENT INFORMATION

Billing Contact	
Billing Address	
Email	Phone

Preferred Form of Payment: ☐ Credit Card ☐ Check or Direct Deposit ☐ Vendor Portal (Portal Name: _____)

If paying by check, please make payable to Society of Hispanic Professional Engineers and mail to:

Society of Hispanic Professional Engineers

ATTN: 2026 STEM Familia Fest

P.O. BOX 450970

Laredo, Texas 78045

STEM FAMILIA FEST 2026

Payment Terms, Policies & Procedures

1. COMMITMENTS & INVOICING

All financial commitments for STEM Familia Fest 2026 are final. Complete payment is required to receive the value outlined. Upon receipt of the signed commitment form, an invoice will be sent to the billing contact with online payment options through a secure portal. A signed commitment form is a guarantee to pay and all invoices sent to the billing contact will require payment.

2. PAYMENT DEADLINES

- a. All outstanding invoices must be paid by October 2, 2026, to guarantee inclusion in exhibitor listings.
- b. Payments received after October 2, 2026 are subject to a 25% late fee.
- c. Organizations with unpaid invoices by October 2, 2026 will not be permitted to participate.

3. REFUNDS & ADJUSTMENTS

- a. No refunds will be provided for any reason.
- b. All commitment forms received after July 24, 2026 are considered final, and payment will be due regardless of the exhibitor's decision to participate.

4. REGISTRATION ACCESS

- a. Exhibitor registrations included in your package provide access to STEM Familia Fest only on Saturday, October 31, 2026. They do not include access to the SHPE National Convention or any other Convention programming, events, or ticketed functions.
- b. Organizations with unpaid balances will not be able to register their representatives until payment is posted.

5. LIABILITY

Exhibitor shall be solely responsible for any necessary equipment and connections from their own systems. Exhibitor agrees to indemnify, defend, and hold harmless SHPE and its agents from any claims arising from participation. SHPE makes no warranties, express or implied, regarding any aspect of STEM Familia Fest.

6. MARKETING & PROMOTION

SHPE reserves full editorial control over all marketing and promotional materials related to STEM Familia Fest. Exhibitors will not have the right to review, edit, or approve SHPE's marketing content where they are mentioned.

7. LIMITATION OF LIABILITY

To the maximum extent permitted by law, SHPE is not liable for loss or damage arising out of or in connection with this agreement or the event, including but not limited to:

- a. Loss of business, contracts, profits, anticipated savings, goodwill, or revenue
- b. Loss or corruption of data
- c. Incidental, indirect, special, punitive, exemplary, or consequential damages

THE AGGREGATE LIABILITY OF SHPE (IF ANY) SHALL NOT EXCEED FEES PAID BY THE EXHIBITOR UNDER THIS AGREEMENT.