



## Introduction

International Textile Market Association (ITMA) is a non-profit association, founded in 1990 to promote its members, their professionalism and to foster a fair working environment. This objective is pursued primarily through Showtime™.

Twice a year the ITMA, on behalf of its members, invites segments of the preeminent upholstery and decorative coverings industries together for Showtime. This internationally acclaimed market offers the most thorough presentations of coverings, trimmings, and leathers and hosts over 800 buying companies during each event. All exhibitors at Showtime are members of the ITMA. All ITMA memberships are renewed annually each September.

Dues cannot be pro-rated.

## ITMA Members

*Membership* consists of individual mills, converters, tanneries and trimming manufacturers that produce decorative coverings for the home furnishings industry and like manufacturers.

- a) **Must** be legal entities, which have full material and intellectual title to the entire collections marketed
- b) Are producers who execute the full production process

**Manufacturer: Goods produced on production equipment owned by the applicant.**

**Converter: Goods produced on production equipment owned by firms, which have been contracted to carry out production.**

\*Converters are only admitted if they meet the following conditions:

- a) At least 50% of the total line is made with converting activities using original artwork or patent owned by the applying company.
- b) Wholesale activities shall be limited to 50% of the total line.

Also accepted as **associate members** or **sponsors**:

- ▲ Suppliers to our members, manufacturers of textile related decorative home furnishings or accessories, fiber producers, and publishers of trade literature

## Applications for Membership

All details given in the application for membership must be submitted to the ITMA Board of Directors for review. Companies wishing to join the ITMA must apply in writing using the appropriate form, which must be filled in correctly, completely and legibly, dated and signed. Incomplete applications will NOT be considered. The ITMA Board nor organizers of Showtime, shall not be under any obligation whatsoever to accept any non-standard conditions unilaterally added to the application by a prospective member/exhibitor.

Submission of an application for membership implies full and irrevocable acceptance of these general regulations and the terms and conditions of all other documents and directives issued in connection with Showtime. The ITMA Board of Directors and organizers of Showtime reserve the right to reject any application for membership, as well as exhibitor, product, service or promotional material whose presence at Showtime is not in accordance with the professional character, objectives, image or prestige of the show.

These general regulations are deemed to constitute a contract between the exhibitors and the organization.

## Exhibiting at Showtime

Exhibit space can be permanent or temporary.

Temporary space will be located in the Suites at Market Square. This location is currently leased for \$9.00 per square foot. A lease agreement with Market Square and Suites – International Market Centers (IMC) is required. All payments for the space and requested equipment will be made directly to Market Square Suites – IMC.

- a) All decisions on the allocation of temporary space are made by the organizers after due consultation with the exhibitors. However, no exhibitor shall be entitled to deem themselves released from their liabilities should it not be possible to assign them the desired stand.
- b) Provided their membership is current and they register in time, exhibitors at a preceding show have first claim on their former space. When a larger space is requested, this first claim shall only hold insofar as it does not conflict with the rights of other exhibitors.
- c) Under no circumstances may an assigned space be completely or partly sublet to a third party without the prior formal written consent of the organizers.

## Membership Dues

- Membership dues for **first time applicants** or companies who have had a lapse in membership are **\$2,000.00 for the first year**.
- Dues for members who are invited for renewal are \$1,400.00.
- Dues for **NON-Exhibiting Associate Members** are \$1,400.00 for first timers and \$700.00 a year after that.\*\*

**Memberships are renewed each September 1. The ITMA fiscal year is September 1 through August 31. Dues cannot be prorated.**

Payment options:

- US Bank Check
- Wire Transfer  
(**MUST INCLUDE TRANSFER FEES**)
- Master Card / Visa –  
**3% service fee is added.**

## Membership Benefits

- Participation in *Showtime*, held each June and December
- Listing in the *Showtime Directory & Guide* and *Showtime Magazine*, which are printed twice a year and distributed to all 7,000 buyers in the “ITMA Buyer Database”
- Listing on the ITMA *Showtime* website, with a link to corporate site
- Access to a shared buyer database including contact information for registered attendees
- Free listing for your company’s representatives in the *Directory & Guide*
- Year around support from the ITMA Office
- Additional bonus exposure during the semi-annual High Point Furniture Market, held each spring and fall

And much more...

**International Textile Market Association**  
**305 West High Avenue, Floor 9**  
**High Point, NC 27260**

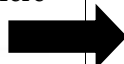
**PO Box 1208**  
**High Point, NC 27261**

**336.885.6842**  
**336.885.8926 fax**

[info@itmashowtime.com](mailto:info@itmashowtime.com)

[www.itmashowtime.com](http://www.itmashowtime.com)

Sign Here



## **RULES AND REGULATIONS, WHICH ARE A PART OF THIS CONTRACT**

- Booths are assigned for the purpose of displaying merchandise and must be properly manned during the hours of the show.
- Dismantling of exhibit – Exhibitors will not be permitted to dismantle their exhibits, nor do any packing prior to the official closing hour of the show and then only after the official close of the show has been announced. It is agreed that your display will remain intact and properly attended by your representative until the official closing time as stated in your exhibitor manual. Management has pledged to visitors that all exhibits will remain intact and attended until the close of the show.
- Any exhibitor who begins dismantle prior to the official closing of the show shall forfeit their right of booth preference for the next show.
- Smoking is prohibited on the tradeshow floor, including in booths and common areas.
- Any exhibitor found trespassing in another booth will be permanently dismissed from the show.
- Lack of adherence to rules and regulations set forth by Market Square and Suites – International Market Center may constitute dismissal from the show.

## **IMPORTANT**

The undersigned agrees to all terms and conditions of membership in ITMA and agrees to follow all rules and procedures established by its board of directors.

ACCEPTED

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Applying for:**  **Winter SHOWTIME**, December 4 - 7, 2011

Applicants *approved* by October 15, 2011 will be included in the June Showtime Directory & Guide.  
**NO applications for the December show will be taken after November 15, 2011**

**IMPORTANT: Incomplete / Unsigned applications will NOT be considered.**  
(Completed applications include: completed paperwork, requested samples, letter of recommendation and dues)

Company Name: \_\_\_\_\_  
*One company name per membership / listing.*

Company DUNS # \_\_\_\_\_

Contact Name (Mr., Ms., Mrs.): \_\_\_\_\_ Job Title: \_\_\_\_\_  
First Last

Mailing Address: \_\_\_\_\_  
PO Box / Street  
City State Zip Country

Phone: \_\_\_\_\_ Ext. \_\_\_\_\_ Fax: \_\_\_\_\_

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

**Membership Category Applying for:**

Exhibiting Member:  Mill  Converter  Tannery  Trimming  
 Window Coverings Supplier  Other \_\_\_\_\_

Associate Member:  Exhibiting  Non-Exhibiting \*\*

**North American Agent (REQUIRED for companies located outside the USA)**

North American Agents US Federal Tax #: \_\_\_\_\_

Contact Name (Mr., Ms., Mrs.): \_\_\_\_\_  
First Last

Mailing Address: \_\_\_\_\_  
PO Box / Street City State Zip

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**References – List 3 customers that you are currently doing business with.**

Company	Contact	Phone
Company	Contact	Phone
Company	Contact	Phone

What other tradeshow does your company exhibit in? \_\_\_\_\_

**Company Profile** (Please attach additional literature and/or company brochures)

# of US Employees? \_\_\_\_\_ # of Designers on Staff? \_\_\_\_\_  
Design Director: \_\_\_\_\_ DD Phone: \_\_\_\_\_

**Mill Location** (Physical location(s), including country, of mill(s) from which goods you are selling are produced.) Please attach any printed brochures or literature about the mill(s).

**Warehouse Location:** \_\_\_\_\_

**Your Line:** Brief description (20 words max) to be used as part of your Directory Listing.

**NON-MEMBER companies may NOT be referenced.**

**Your Suppliers:** (For association use only, not for distribution)

Company	Contact	Phone
Company	Contact	Phone
Company	Contact	Phone

**Product Line** What percent (%) of your line do you exclusively own? \_\_\_\_\_

**Product Sample**

Please include a sample of product that best represents your line.

**Must include legal documentation of pattern ownership.**

**Letter of Recommendation** (not required for associate membership applications)

A current ITMA Member in good standing must send at least one letter of recommendation for you.

**Please Remember:**

Incomplete / Unsigned applications will NOT be considered

Completed applications include...

*completed paperwork • requested samples • letter of recommendation • dues*

If denied membership, all product samples and monies will promptly be returned.