



# Exhibitor Application and Contract

## April 26, 27 and 28, 2019

### Clark County Event Center

Event Management Use
Booth space assignment _____
Balance due _____
Payment due date _____

Please complete the application below for consideration as an exhibitor in the 2019 Home & Garden Idea Fair:

Business Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( ) \_\_\_\_\_ E-mail address \_\_\_\_\_

Website Address \_\_\_\_\_

Business/Contractor License \_\_\_\_\_ UBI# \_\_\_\_\_

To assist with booth placement, please indicate your requirements for electricity, natural gas and water access

Electric needs 600 Watt/5 Amps (one per booth space included) \_\_\_\_\_ Electrical — other (specify in Watts/Amps) \_\_\_\_\_

Natural gas (120,000 btu increments) \_\_\_\_\_ Water access — Continuous access during event \_\_\_\_\_ Before and after event \_\_\_\_\_

Exhibitor pays for additional electrical upgrades, natural gas and telecommunications. Detailed service order information is available on the website.

List all the products and/or services you will be representing in your booth:

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#### Upon acceptance as an exhibitor in the 2019 Home & Garden Idea Fair:

##### Event Management shall:

- Provide a copy of the completed application/contract indicating assigned booth space and date balance is due.
- Provide 8-foot high drape in back and 3-foot side drapes for each booth space and access to one (1) 600 Watt/5 AMP electrical outlet for each booth space for the duration of the fair. Any electrical needs beyond the standard outlet will be coordinated through the electrical contractor and paid for by the exhibitor.
- Provide a detailed service order form to exhibitors with booth confirmation. Additional services beyond those listed in the standard booth package as listed above, will be at exhibitor's expense.
- Provide access to the venue for the purpose of booth set up during scheduled times prior to event start.
- Use reasonable safeguards against fire, theft and accidents, but not assume any liability for damage to goods or property of the exhibitor from fire, theft, water or storm, or any liability for accidents to persons or property.

##### The Exhibitor shall:

- Pay balance of the total booth rental 30 days after contract is signed and confirmed.
- Secure and maintain liability insurance, naming Clark Public Utilities and FSMG/Clark County Event Center, their officers, agents and employees as additional insured, as will protect them from claims which may arise out of or result from the activities of the exhibitor.

A certificate of insurance must be furnished to Event Management with final payment.

This application/contract submitted by:

Exhibitor Signature \_\_\_\_\_ Date \_\_\_\_\_

This application/contract approved by:

Event Management Signature \_\_\_\_\_ Date \_\_\_\_\_

By submitting this application/contract the exhibitor requests approval of participation in the 2019 Home & Garden Idea Fair. Acceptance into this event is at the discretion of event management. The required \$100 per 10x10 booth space deposit is included with this application/contract. By signing this document exhibitor agrees to the terms and conditions included with this application/contract and upon acceptance and approval of this application by event management, the exhibitor, agrees to abide by all terms and conditions and to lease booth spaces as assigned by event management for the duration of the event, April 26, 27 & 28, 2019.

Would you like to be contacted about being a presenter for our Guest Speakers stage? Yes \_\_\_\_\_ No \_\_\_\_\_

Make checks payable to Clark Public Utilities/Home & Garden Idea Fair and send the application/contract and deposit to:

Clark Public Utilities  
Home & Garden Idea Fair  
PO Box 8900  
Vancouver, WA 98668

Email: moloughlin@clarkpud.com

Phone: 360-992-3223

Fax: 360-992-3204

<b>Booth location preferences</b>	
Please list the booth (s) by number and provide three options. Include the total number of 10x10 spaces you would like.	
Option #1	_____
Option #2	_____
<b>Booth space pricing</b>	
<ul style="list-style-type: none"> <li>• Each 10x10 booth space is \$725</li> <li>• Each corner space is an additional \$50</li> <li>• Booth spaces may be combined to create larger display areas at the discretion of event management</li> <li>• Limited outdoor spaces are sold at \$3.25 per square foot. Call event management at (360) 992-3223 to get information about available outdoor space.</li> </ul>	

<b>Assigned booth spaces</b>		<b>Event Management Use</b>	
# _____	# _____	# _____	# _____
# _____	# _____	# _____	# _____
Total booths _____ x \$725 = _____			
Total corner booths _____ x \$50 = _____			
<b>Total Booth Space Rental Fee \$ _____</b>			

Upon approval a copy of the contract will be returned with your confirmation of booth space to serve as your receipt.

<b>Event Management Use</b>			
Deposit Amount _____	Ck # _____	Date Rcvd. _____	Balance due _____
Balance paid _____	Ck # _____	Date Rcvd. _____	Balance due _____

**Clark Public Utilities  
Home & Garden Idea Fair**

**TERMS AND CONDITIONS**

**EVENT HOURS** – Friday, April 26 and Saturday, April 27, 2017 from 9 a.m. to 6 p.m., and Sunday, April 28, 2018 from 10 a.m. to 5 p.m.

**CONTRACTED SPACE** – The contracted space is to be used solely by the Exhibitor whose name appears on the Contract and no portion can be sublet or assigned. The Exhibitor shall forfeit his right to the space, all prepaid space costs, and pay any balance owing to Event Management if space is sublet or the space is not occupied and complete by 9:00 p.m., the day before the opening day of the event. If Exhibitor forfeits the space, Event Management may re-lease the space without liability to Exhibitor.

**DISPLAY REMOVAL** – No exhibits, part of an exhibit or merchandise may be removed from the building until 5:30 p.m. on the closing day.

**DISPLAYS** – Exhibit displays must be no more than four (4') feet tall within the front five (5') feet of your booth (the half closest to the aisle), to ensure all exhibits have equal visibility from the aisle way. The back five-foot area of the booth may extend to eight (8) feet unless authorized by Event Management. No signs, partitions, apparatus, shelving, etc., may extend more than ten feet above the floor along the rear of an exhibit.

**PREMISES LIABILITY** – The Exhibitor is entirely responsible for the space occupied and shall not injure, mar or deface the premises. The Exhibitor shall not drive nor permit to be driven, any pins, nails, hooks, tacks, or screws in any part of the building. Furthermore, Exhibitor shall not affix to the walls or windows of the building any advertisements, signs, etc., or use adhesive type material on painted surfaces. All landscaped areas must have a protective material under them to safeguard the floor. The Exhibitor agrees to reimburse the Event Management and/or the FSMG/Clark County Event Center for any loss of damage occurring to the premises or equipment.

**AISLES** – The aisles, passageways and overhead spaces are to remain under the control of Event Management, and no signs, decorations, banners, or advertising matter of exhibits; will be permitted in those areas except by permission from Event Management. All exhibits and personnel must remain within the confines of their own spaces and no Exhibitor will be permitted to erect signs or display products obstructing the view, cause injury or disadvantageously affect the display of other Exhibitors.

**REASSIGNMENT** – Event Management shall have the right to move an Exhibitor to another location in order to conform to all City, State and Federal laws and regulations and the general display requirements and guidelines of Event Management.

**PARTICIPANTS** – This agreement does not reserve for, nor guarantee to, the Exhibitor any space, a specific area or space priority, right of first refusal or any other manner or participation in any future event.

**ALCOHOLIC BEVERAGES** – Exhibitors and their employees, agents and guests shall not consume any alcoholic beverages on the event premises. Event Management, in its discretion, may remove Exhibitor and the exhibit from the event without refund for violation of this restriction.

**RESTRICTIONS** – Event Management reserves the right to require removal of all items of merchandise or prohibit the offering of any services not described in this agreement, and to restrict or remove exhibits that have been falsely entered, violate this agreement or are deemed by Event Management, in its sole discretion as unsuitable or objectionable. Exhibits deemed unsuitable or objectionable must be removed immediately. Unsuitable and objectionable exhibits include, but are not limited to, noise, public address systems, uncooperative persons, animals, birds, things, conduct, printed matter, odors, food or anything found to be objectionable to Event Management, the FSMG/Clark County Event Center or the general public. The exhibits removed under this paragraph shall not receive a refund. No inflated balloon may be handed out or sold.

**COMPLIANCE** -- Exhibitors must comply with all City, State and Federal laws, ordinances, regulations and Fire Marshal instructions. Any and all City, State or Federal licenses, inspections or permits required by law of any Exhibitor in the installation or operation of the display shall be obtained by the Exhibitor prior to the opening of the event. Exhibitors must have in their possession at the event any licenses or permits required by the City or the State.

**INSTALLATIONS** – Any special exhibit needs above and beyond those listed in this contract as part of the standard booth space rental, including carpentry, wiring, electrical or other work, steam, water or drainage connections shall be installed at Exhibitor's expense, and in accordance with the direction and requirements of the FSMG/Clark County Exhibition Center and/or Event Management.

**ELECTRICITY** – Each indoor booth space is furnished with one 600 watt/5amp outlet. Any additional electrical requirements will be at the exhibitor's expense and coordinated through the Event's Electrical Contractor.

**CANCELLATION OF CONTRACT** – If this agreement is cancelled by Exhibitor for any reason, or by Event Management because of Exhibitor's default or violation of the agreement, monies paid to Event Management by Exhibitor shall be retained as follows: If cancellation occurs 60 days or more before the start of the event, Event Management shall retain the \$100 deposit per booth space and return the balance to Exhibitor. If cancellation occurs within 60 days of the event, the entire amount paid to date by Exhibitor shall be retained by Event Management. ANY CANCELLATION MUST BE IN WRITING.

**INDEMNIFICATION** – Exhibitor shall protect, defend, indemnify and hold harmless Clark Public Utilities and FSMG/Clark County Event Center, their officers, event agents and employees from and against any and all claims, damages, losses and expenses including attorney's fees arising out of or resulting from the exhibit and the activities of the Exhibitor and the officers, contractors, licensees, agents, employees, guests, invitees or visitors of exhibitor, including but not limited to claims, damages, losses and expenses arising out of or resulting from performance of live or recorded music or other copyrighted works with the exhibit and arising out of or resulting from disputes between Exhibitors regarding violations of unfair trade practice laws or patent or copyright laws, except to the extent caused by the sole negligence of Clark Public Utilities or FSMG/Clark County Event Center.

**INSURANCE** – Exhibitor shall secure and maintain liability insurance, naming Clark Public Utilities and FSMG/Clark County Event Center their officers, agents and employees as additional insured, as will protect them from claims which may arise out of or result from the activities of the Exhibitor. A certificate of insurance is to be furnished to Event Management. Neither Clark Public Utilities nor FSMG/Clark County Event Center shall be responsible for loss or damage occurring to the exhibit or sustained by the Exhibitor from any cause. Such additional insurance, if desired, must be obtained by the Exhibitor.

**CONSENT TO USE OF EXHIBITOR'S LIKENESS** – Exhibitor hereby consents to Event Management's royalty-free use of visual and audio reproduction of Exhibitor and its employees and exhibit(s) including and without limitation of recordings, photographs, video tapes, films and other images or likenesses for the purpose of Event Management's advertisement and promotion of this and future events.

**DISPUTES BETWEEN EXHIBITORS** – Event Management shall have no responsibility for settling any dispute between Exhibitors, and Exhibitors expressly release Event Management from any liability for any disputes between Exhibitors, including, but not limited to, violations of unfair trade practice laws, patent or copyright laws by any Exhibitor.