



## AGREEMENT TERMS – March 27, 2010

### 1. BOOTH CONSTRUCTION

Each booth will be 8 feet x 10 feet or 8 feet x 8 feet (unless otherwise indicated) with 3 ft. high curtain side dividers, 8 ft. contained backdrop. Electricity for booth available, if needed: 110 POWER ONLY *per company*. *Electricity is limited and will be provided on a first come first serve basis.* Any additional power required will be provided at exhibitors expense. Identification sign will be provided (sign deadline February 28, 2010 ).

### 2. EXHIBIT INSTALLATION

Exhibitors may initiate booth construction. After checking in at office  
SETUP HOURS:  
Friday, March 26, 3:00 pm to 9:00pm  
Saturday, March 27, 7:00 am to 9:30 am

### 3. LABOR

Exhibitors are responsible for providing or arranging all necessary labor in transporting, uncrating erecting, dismantling and re-crating of displays. .

### 4. EXHIBIT STAFFING

All exhibits must be staffed during show hours by at least one person. Exhibitors are requested to arrive at least 20 minutes prior to show opening.

### 5. BOOTH OPERATION

Products may be sold from exhibit space. The exhibitor shall hold harmless Management from any and all damages or theft of merchandise or materials from contracted exhibition space. All exhibits shall not extend beyond allotted space unless authorization in writing by Management.

### 6. EXHIBIT CARE

Exhibitors are responsible for keeping exhibits clean and orderly. Trash must be placed in isles for picking up at close of show each evening.

### 7. REMOVAL OF EXHIBITS

Nothing will be allowed to leave the exhibit hall before 6:00 pm,  
Saturday, March 27, 2010.  
REMOVAL HOURS:  
Saturday, March 27, 2010, 6 pm to 8 pm

### 8. BOOTH ASSIGNMENT

While initial booth reservation is mutually agreed to by the exhibitor and Management, final assignment is the proprietary right of Management. Every attempt will be made to locate the exhibitor in the booth he or she has reserved but in extenuating circumstances, the booth can be reassigned without approval of exhibitor. The exhibitor shall not assign, sublet or apportion the whole or any part of the space assigned or have representatives, equipment or materials firms other than his own in the exhibit space without written consent from the Management.

### 9. NOISE CONTROL

Sound or any electronic equipment or machinery may be used, but must not interfere with other exhibits.

### 10. BOOTH CONTRACT

The exhibit space contracted and nonrefundable payment upon receipt by Management shall constitute a valid and binding contract. If due to circumstances beyond the control of Management the show should be cancelled the contracted Exhibitor shall waive any claims for damages of compensation.

### 11. UNOCCUPIED SPACE

In the event an exhibitor has failed to occupy the space contracted for by 10:00am, Saturday, March 27, 2010. Management shall have the right to utilize such space in any manner he chooses. This will in no way release the contracted Exhibitor nor shall a refund be in order.

### 12. NON GUARANTEE

Management shall remain free of harm of product sales, attendance, exclusive privileges or Exhibitor success.

### 13. REGULATION COMPLIANCE

Exhibitor shall utilize the premises in an orderly manner and in compliance with all present and future applicable and Federal, State and local statutes, ordinances, rules and regulations.

### 14. PARKING

All Exhibitor parking is located in the Bluff Creek Elementary School parking lot on the west side of the building. Chanhassen Rec Center parking lot will be used by patrons.

### 15. REPRESENTATION

All prior representations, negotiations, promises or other communications concerning the relationship between Management and Exhibitor are merged and integrated into this contract and Exhibitor expressly waives the right to claim reliance on any such prior representations..

### 16. EXHIBITORS INSURANCE

Exhibitor shall provide certificate of insurance with registration form.

### 17. PRODUCT SALES

Exhibitors who plan to sell merchandise on the premises in a cash and carry fashion are responsible for complying with City and State licensing and tax requirements. Information can be obtained prior to the show by contracting the proper licensing agency.

### 18. AMENDMENTS

The Management retains the full power to interpret and amend these rules and also the rule on any and all situations which may arise that are not explicitly outlined in the terms of participation or the exhibit space contract.

SOUTHWEST METRO EX PO  
March 27, 2010

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