

2012 Home and Garden Show

A Showcase of Newaygo Area Businesses

April 14, 2012
Newaygo Middle School
Show hours 10AM to 4PM



Please reserve space for my company at the Newaygo Area Chamber of Commerce Home & Garden Expo, April 14, 2012. Exhibitor acknowledges that said application shall not become a contract until such time as it has been accepted in writing by show management. Exhibitor further agrees that it shall be bound by all conditions, rules, and regulations printed on the third page of said application and as shown in the exhibitor kit which will be provided to the undersigned. Exhibitor further acknowledges that the rules and regulations and contents of the exhibitor kit are made a part hereof as though fully set forth herein and that said exhibitor agrees to be bound by all rules and regulations stated and that this agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Michigan.

Name: _____

Exhibit Space Name: _____

Address: _____ Phone: _____

City, State, Zip: _____ Fax: _____

Web Address: http:// _____ Email: _____

Signature Required: _____

Exhibit Space Selections: (see revised floor plan) 1st choice 2nd choice 3rd choice 4th choice

Products to be displayed (please be specific): _____

Booth Fees

**Note: \$25.00 of the booth fee will be refunded at the conclusion of the event*

Choose Booth Size	Chamber Member	Non-Member	Total
Standard -Includes 6 x 9 booth space	\$100.00	\$125.00	
Deluxe - Includes 6 x 18 booth space	\$150.00	\$200.00	
End Cap Space Includes 6 x 12 Premium end cap location (two available)	\$220.00	\$270.00	

TOTAL \$

Please check if any of the following are needed:

_____ 2 Chairs _____ 8 ft table with covering _____ Electricity

_____ No. of Box Lunches (max 2)

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Sponsorship Form
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Sponsorship Levels

Show Sponsor Level—ONLY ONE AVAILABLE Sponsorship includes:

Prominent display of company logo / name in all media ads, signage, the first end cap display booth, and placement of marketing materials in free handout bag. NOTE; Your company logo cannot be displayed on the over the road banner in downtown Newaygo due to MDOT regulations.

\$1,000.00

Platinum Level— Sponsorship includes:

A Standard Booth, name/logo on all event signage and advertising, placement of marketing material into free handout bag

\$250.00

Gold Level— Sponsorship includes:

Name/logo on all event signage and advertising, placement of marketing material into free handout bag

\$125.00

Silver Level— Sponsorship includes

Name/logo on all event advertising

\$75.00

TOTAL

\$

****Logo must be provided to Newaygo Area Chamber of Commerce with 3 business days of accepted sponsorship level.***

Return the Application and check to:

Newaygo Area Chamber of Commerce
 28 State Rd. PO Box 181
 Newaygo, MI 49337

Method of Payment

Check # _____ Credit Card # _____ Exp. date _____

MasterCard American Express Visa

Signature _____

NEWAYGO HOME & GARDEN SHOW 2012
EXPOSITION RULES AND REGULATIONS

APPLICATION/CONTRACT

This application form constitutes merely an offer to enter into a contract with the Newaygo Area Chamber of Commerce for use of designated space at the Newaygo Area Chamber Home & Garden Expo. The completion and tendering of this form and/or the payment of all or any part of the application cost shall not create a contract until such time as the application has been formally accepted by expo management. Expo management expressly reserves the right to reject any application and return any payment accompanying such application for any reason or for no reason whatsoever. Any application which is accepted by expo management shall upon acceptance become a binding agreement between the Newaygo Area Chamber of Commerce and the Exhibitor. Full payments are due with application.

CANCELLATION POLICY

In consideration for the use of such space, the exhibitor shall pay the Association those sums shown on page one (1) of this contract. In the event exhibitor wishes to cancel the contract, said cancellation must be received in writing at Newaygo Area Chamber of Commerce, 28 State Rd, PO Box 181 Newaygo, MI 49337 Any cancellation notices received prior to March 16, 2012 at 5:00 PM EST will be assessed a \$100 administration procession fee. Said fee shall be withheld from funds, per terms and conditions of the contract. Any remaining funds will be returned to exhibitor with a reasonable amount of time. No refunds on any cancellations after March 9, 2012 at 5:00 PM EST.

PAYMENT OF SPACE

All monies paid shall be retained by the Expo in the event Exhibitor fails to fulfill or violates contract or withdraws. Booth space must be paid for in full before exhibitor move-in or exhibitor will not be able to set-up the booth. After March 2, 2012, payment for booth space will only be accepted using credit card or cash. No Exceptions!

INSUFFICIENT FUNDS

Checks returned for insufficient funds or closed accounts shall be charged a \$35 returned check charge. If debtor fails to act within 10 days, the returned check and returned check charge shall be turned over to legal counsel for collection and debtor shall be responsible for all court and attorney fees.

IRREGULAR ADVERTISING

The exposition is limited to those persons, firms, corporations, and other entities that have contracted and paid for exhibit space in exposition facility. No other persons, firms, corporations, or other entities will be permitted to demonstrate products, solicit orders, or distribute advertising matter on the floor of the expo or in exposition facility. Any person violating this rule will be promptly ejected from the exhibit hall.

LIABILITY & INSURANCE

1. Each exhibitor must make provision for the safe-guarding of his/her/its goods from the time they are placed in his/her/its booth until they are removed by the exhibitor. The Newaygo Area Chamber of Commerce will not be responsible for, or guarantee to exhibitor, the safety of exhibit material against fire, accident, theft, or any loss or injury whatsoever.
2. It is agreed that exhibitor shall assume all liability for damage to exposition facility caused by his/her/its exhibit, and shall indemnify Newaygo Area Chamber of Commerce and Newaygo Public Schools against any liability that might ensue by reason of his/her/its exhibit or presence at the show.
3. Each exhibitor shall carry comprehensive general liability coverage including, but not limited to, premises, operations. Certificates of insurance shall be furnished to show management no later than March 16, 2012. Certificates of Insurance should list The Newaygo Chamber of Commerce as an additional insured.

FIRE REGULATIONS

All decoration must be flame proof and must stand a fire test as prescribed by the fire ordinance of the City. ELECTRICAL SERVICE Electrical wiring and equipment must meet electrical codes of the City/Facility.

ASSIGNMENT AND USE BY OTHERS

No exhibitor may assign his/her/its agreement for exhibit space or permit any other person to use any part of such space.

FORCE MAJEURE

In the event the Newaygo Middle School or any part of the exhibit areas thereof are unavailable whether for the entire event or a portion of the event as a result of fire, flood, tempest or any other such cause or as a result of governmental intervention, malicious damage, acts of war, strike, lock-out, labor dispute, riot or any other cause or agency over which the Expo has no control, or should the Expo decide that because of any such cause it is necessary to cancel, postpone or re-schedule the Expo, or reduce the installation time, Expo time, or move-out time, the Expo shall not be liable to indemnify or reimburse the Exhibitor in respect of any damage or loss, direct or indirect as a result thereof.

COMPETITIVE EXHIBITS

In order to create a harmonious and attractive atmosphere for patrons of the show, Exhibitors shall not distribute anywhere within the Show premises or display materials at their Exhibit that mentions by name any competitor who is also an Exhibitor at the Show. The Newaygo Area Chamber of Commerce shall have the right to enforce this rule by physically removing any materials or displays that violate this rule from the show grounds. The Newaygo Area chamber of Commerce shall have no liability to any Exhibitor or to any other party for any lost or damaged materials so removed.

BOOTH DESIGN

Exhibitor cannot exceed dimensions in the space they have contracted and paid for. For side wall height, the first 5 feet into your exhibit space from the aisle, the display cannot exceed the 3 foot height limitation. Sign height must not exceed 8 feet high or it must be finished off and have Show management's approval. Unfinished sides of your display must be covered. If you need a variance on the height restrictions, please request where noted on front side of contract. If your request has been granted, Show management will notify you.

AMPLIFICATION/OBSTRUCTION OF AISLES

Any demonstration, live performance, or other activity which results in obstruction of aisles to a neighboring booth shall be suspended, as the Show Management in its discretion may specify. **USE OF MICROPHONES, SPEAKERS AND BACKGROUND MUSIC IS PROHIBITED.**

STAFFING BOOTHS

ALL BOOTHS MUST BE STAFFED AT ALL TIMES DURING SHOW HOURS. Each company is responsible for staffing their booth 15 minutes prior to show open-ing and during show hours. If booths are not staffed, your company will not be invited back to exhibit the following year.

AISLE SOLICITATION

All aisle solicitation, including calling out from your display into the aisle, is absolutely forbidden. Booth attendants must confine their solicitation within the exhibitor booth. If you are caught soliciting in the aisle, you will be asked to leave the show and will not be invited back to exhibit in future shows. **THIS RULE WILL BE STRICTLY ENFORCED.**

BALLOONS

Balloons may be used in your display for visual impact. However, balloons may not be distributed to show visitors or used in any manner that requires the balloon to break or pop.

AMENDMENTS

Show Management shall have the full power in the interpretation and enforcement of all contract regulation contained herein and the power to make such amendments thereto, and such further rules and regulation as shall be considered necessary for the proper conduct of the event.