

Exhibitor Terms, Conditions & Guidelines

1. **EXHIBIT DAYS/HOURS** – September 19 & 20, 2008; Friday 9-2 Classes & Lunch, 2-8 Open to the Public, Saturday 10-8 Open to the Public
2. **EXHIBIT REMOVAL** - No exhibits or parts of an exhibit may be removed from the building before the end of the published closing day.
3. **SPACE** - The contracted space is to be used solely by the Exhibitor whose names appear on the Contract, member and non-member rates apply. The Exhibitor shall forfeit their right to the space, all prepaid space costs and upon demand pay any balance owing to the Management if they fail to occupy or use the space.
4. **DISPLAYS** - All exhibits are subject to the approval of the Management. **All booths are approximately 10'x10' and include pipe and drape. Displays may not exceed 4 feet in height on the sides blocking the view of the booth next to them, unless mutually agreed upon with exhibitor whose view is blocked. Corner or premium booth space is an exception.** Exhibitors must, at their own expense, keep their spaces clean and exhibits in good order and must man their spaces at all times the show is open to the public.
5. **AISLES** - The aisles, passageways and overhead spaces remain under the control of the Management, and no sign, decorations, banners, advertising material or exhibits, will be permitted in those areas except by permission of the 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, injure or disadvantageously affect the display of other Exhibitors.
6. **REASSIGNMENTS** - Management shall have the right of moving an Exhibitor to another location in order to conform to all City, County, State and Federal laws and regulations and the requirements and guidelines of Management as deemed necessary.
7. All exhibits must **COMPLY** with City, County, State and Federal ordinances, regulations and fire marshal instructions. **Any and all City, County, State or Federal licenses, inspections or permits required by law of any exhibitor in the installation or operation of their display shall be obtained by the exhibitor at their own expense prior to the opening of the B2C Expo.**
8. **INSTALLATIONS** - Any special carpentry, wiring, electrical or other work; venting, storm or water drainage connections shall be at the Exhibitor's expense and in accordance with the prior approval from Management.
9. **ELECTRICITY** - Each booth has access to shared 110-volt electrical outlet. For any additional electrical requirements contact the Mount Vernon Chamber office.
10. **FOOD and DRINK** – Any vendor preparing or selling food and/or drink must be contracted with the Skagit County Fairgrounds.
11. **RIGHTS OF THE MANAGEMENT IN EVENT EXHIBITION IS NOT HELD** - Management shall not be liable for any damages or expenses incurred by Exhibitors in the event the B2C EXPO is delayed, interrupted or not held as scheduled. If the space is not available for the users herein specified, this agreement shall immediately terminate and in such event, exhibitor shall waive any claim to damages, or any other recovery except the return of monies paid for the space. Should the Management, based on its sound professional experience, consider it financially, economically, or with respect to goodwill and other promotional aspects, inadvisable to hold the show at the time and place herein provided, the Management may, at its option, terminate this agreement, and return the sums paid by the Exhibitor for space.
12. **RESTRICTIONS** - The Management reserves the right to restrict or remove exhibits without refund that have been falsely entered, or deemed by the Management to be unsuitable or objectionable. This restriction applies to, but is not limited to noise, PA systems, persons, animals, birds, things, conduct, printed matter, odors, food or anything of a character that might be objectionable to the Management.
13. **LIABILITY** - The Exhibitor is entirely responsible for the space occupied and shall not injure, mar or deface the premises. Exhibitors shall secure and maintain liability insurance at their own expense. The Management will not be responsible for any injury to exhibitors, or the loss of, or damage to, any material from any cause whatsoever, while in transit to or from the building, or while in the B2C EXPO, whether or not the Management provided attendants, equipment, or guards. The Exhibitor agrees to reimburse the Management and/or the Skagit County Fairgrounds for any loss or damage occurring to the premises or equipment.
14. **CANCELLATION OR WITHDRAWAL** - An exhibitor may cancel or withdraw from the show, subject to the following conditions: The exhibitor agrees that if cancellation occurs on or after August 1, 2008, the exhibitor shall forfeit all monies paid. In the event of cancellations, Management shall have the right to use said space for its own convenience.
15. **INDEMNIFICATION** - Exhibitor shall indemnify and hold harmless the Management and Skagit County Fairgrounds from any claims, damages, losses and expenses including attorney's fees arising out of or resulting from the activities of the Exhibitor, or the officers, contractors licensees, agents, employees, guests, invitees or visitors of Exhibitor.
16. **SIGNAGE** - Signs are not to exceed the size of the booth. Signs are to be constructed in a Professional manner, handmade signs are not permitted.
17. **SET UP & DISMANTLING** – Exhibitor acknowledges the move in date of Thursday, September 18, 2008, 8:00am-4:00pm. Any exhibitor that is not set-up by 4:00pm on Thursday, September 18 forfeits the use of their booth space and any monies for cost of booth space. Management shall have the right to use said space for its own convenience. Dismantling of the displays may not commence until 8:00pm Saturday, September 20.
18. **PIPE/DRAPE & FLOORING** – **Pipe/drape will be provided by management.** Each booth will have a 3' side and 8' back curtain, **unless you specify otherwise.** If curtains are **NOT** required in your booth space, contact the Management. If you fail to notify management that curtains are not needed, and they are installed, contact Management to have them removed - **DO NOT REMOVE CURTAINS YOURSELF!** If anyone other than Management removes the curtains and damage occurs, you will be billed. Vendors are to provide their own carpeting or flooring in their exhibit space(s).

Return original and make a copy of these Terms and Conditions for your records

Your Initials _____