

2021 Rochester Women's Show Application For Exhibit Space

RochesterMNShows, hereafter referred to as SPONSOR, grants to the entity listed below, hereafter referred to as EXHIBITOR, the right to exhibit space at the 2021, Rochester Women's Show, subject to the Terms and Conditions outlined on the reverse of this Application for Exhibit Space. The EXHIBITOR acknowledges all terms, conditions and obligations under this Application shall be binding upon EXHIBITOR as a contract from the issue and or acceptance date of funds submitted to reserve exhibit space in this show.

Please Type Or Print The Requested Information or for a "Computer Generated Application", Visit: WWW.ROCHESTERMNSHOWS.COM

Exhibiting Company _____ Date _____, 2021
 Address _____ P.O. Box _____ Apt _____ Suite _____
 City _____ State _____ Zip _____
 Telephone _____ Cell _____
 Email Address _____
 By _____ Signature _____ Title _____

MY COMPANY WILL BE EXHIBITING _____
 EXHIBIT SPACE OR SPACES LOCATIONS REQUESTED _____

EXHIBIT SPACE OR BULK EXHIBIT SPACE REQUESTED

COMMERCIAL EXHIBITOR "10 FEET WIDE BY 9 FEET DEEP" OR AMOUNT Or BULK EXHIBIT SPACE (464 SQUARE FEET MINIMUM)

My company will need () Corner Exhibit Space or Spaces, 90 sq. ft. at \$250.00 Per Exhibit Space. ----- \$ _____
 My company will need () In Line Exhibit Space or Spaces, 90 sq. ft. at \$225.00 Per Exhibit Space. ----- \$ _____
 My company will need () Commercial Bulk Display Exhibit Space (424 sq. ft. minimum) at a \$1.65 per sq. ft. ----- \$ _____

COMMERCIAL AFFILIATED EXHIBITOR - NUMBER OF "10 FEET WIDE BY 9 FEET DEEP" EXHIBIT SPACE REQUESTED

My company will need () In Line Exhibit Space or Spaces, 90 sq. ft. at \$200.00 Per Exhibit Space. ----- \$ _____

MULTILEVEL MARKETING EXHIBITOR "NOTE, 1 EXHIBITOR PER MULTILEVEL MARKETING COMPANY"

My company will need () In Line Exhibit Space or Spaces, 90 sq. ft. at \$175.00 Per Exhibit Space. ----- \$ _____

CVB OR C-OF-C. TOURISM DESTINATION OR ASSN. 501 C3 NON-PROFIT. GOVERNMENT AGENCIES

My office will need () In Line Exhibit Space or Spaces, 90 sq. ft. at \$150.00 Per Exhibit Space. ----- \$ _____

HAND CRAFTED EXHIBITOR - "NOTE: ALL PRODUCTS MUST BE NON-COMMERCIAL, HAND CRAFTED PRODUCTS"

My company will need () In Line Exhibit Space or Spaces, 90 sq. ft. at \$125.00 Per Exhibit Space. ----- \$ _____

ELECTRICAL OUTLET

110 volts, \$35.00 per exhibit. ----- \$ _____

TABLE AND CHAIR RENTAL

My company will need () 8 ft. Table with Skirting-\$45.00 per. () 8 ft. Table-\$30.00 per. () 6 ft. Table-\$25.00 per. () Folding Chair-\$5.00 per.--\$ _____
 Total Exhibit Investment Including Electricity and Optional Table and or Chair Rental) . ----- \$ _____
 Deposit, (25% of the Total Exhibit Investment Including Electricity and Optional Table and or Chair Rental) returned with this contract. ----- \$ _____
 Final Payment amount due and payable by April 9, 2021. ----- \$ _____

PLEASE COMPLETE THE FOLLOWING ONLY IF PAYING BY CREDIT CARD

Authorized Amount Of Payment \$ _____ Authorization Date _____, 2021

Credit Card # _____ Expiration Date _____ - _____ Card Verification # _____

Signature or Electronic Signature Of Issuer _____ Printed Name Of Issuer _____

Name On Credit Card _____ Card Holder Telephone _____

Card Issuer Address _____ City _____ State _____ Zip _____

Credit Card information submitted, is not permanently retained in our records after submission and processing in according to PCI compliance.

OFFICE USE ONLY

Received and Adopted On, Month _____ Date _____, 2021 By _____

Exhibit Spaces Assigned 1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____ 7 _____ 8 _____

First Deposit # _____ CCP# _____ R _____ Issue Date _____, 2021 Amount \$ _____

Final Deposit # _____ CCP# _____ R _____ Issue Date _____, 2021 Amount \$ _____

ALL PAYMENTS ARE TO BE MADE IN U.S. FUNDS AND MADE PAYABLE TO:

RochesterMNShows P.O. Box 1926 North Mankato, Minnesota 56002-1926
 Telephone ----- (507) 387-7469 Fax ----- (612) 564-7259 Email ----- rochestertermnshows@gmail.com

A copy of this APPLICATION for Exhibit Space as well as a copy of the TERMS and CONDITIONS of an accepted CONTRACT, will be returned with final billing.

2021 Rochester Women's Show Contract Rules & Regulations

RochesterMNshows, hereafter referred to as SPONSOR, grants to the company listed on the reverse, hereafter referred to as EXHIBITOR, the right to exhibit space at the 2021, Rochester Women's Show, subject to the terms and conditions of this contract as outlined below. This contract shall be binding upon EXHIBITOR as a contract from the issue and or acceptance date of funds submitted to reserve exhibit space.

Show Location: Graham Arena Complex - Olmsted County Fairgrounds 1570 Fairgrounds Ave. S.E. Rochester, Minnesota 55904

Show Date: Saturday, May 1, 2021.

Show Hours: Saturday, 10:00 A.M. to 3:00 P.M.

Exhibit Deposit and Reserving Exhibit Space: To reserve exhibit space in this show, a deposit of 25% of the total amount including electricity, and equipment rental, must be returned with a completed contract.

Final Payment: Final payment is due and payable by April 9, 2021.

Move In: Exhibits can be assembled Friday, April 30, from 1:00 P.M. to 8:00 P.M. and on Saturday, May 1, from 7:30 A.M. to 9:30 A.M. All exhibits must be assembled by the opening of the show at 10:00 A.M. on Saturday, May 1.

Move Out: Exhibit Move Out will commence at the conclusion of the show after 3:00 P.M. on Saturday, May 1. EXHIBITOR shall not remove their exhibit in part or whole, prior to 3:00 P.M. on Saturday, May 1. All exhibits must be removed from the interior of the facility on May 1. If EXHIBITOR fails to remove their exhibit, the SPONSOR will do so and expenses incurred shall be the responsibility of the EXHIBITOR.

Exhibit Space: An exhibit space is 10 Feet wide by 9 Feet deep. All exhibits must be confined to the limits of the EXHIBIT space. Exhibits shall not project further than 4 feet from the back of an exhibit so as not to obstruct the general view (sight lines) of other exhibits. Aisle space shall not be used for exhibits or demonstrative purposes. SPONSOR will provide 8 foot back and 3 foot side curtains for each exhibit space.

Character of Exhibits: SPONSOR reserves the right to restrict, prohibit, or remove any exhibit which in the SPONSORS judgment, may be offensive or detract from the general character or safety of the show. This reservation includes persons, noise, items, conduct, printed material, or anything of an objectionable character which may detract from the general character of the show. EXHIBITOR may not assign contract, or sublet the contracted space or any part without prior approval of SPONSOR. SPONSOR can reject participation, by any company, or individual, at any time. SPONSOR has final authority to allocate the amount and location or reassignment of exhibit space as necessary.

Drapery and Signage: Tables must be skirted and covered. Use of your own display materials such as tables, chairs and carpet are permissible. Skirting must be clean, of a solid color, and reach from table top to just at the floor. Each Exhibit must be identified by at least one sign.

Utilities: Arrangements for Electrical Power must be ordered prior to the show. On site orders will be accepted only when an electrical outlet is available. SPONSOR, the facility, its employees, agents or affiliates, are not responsible for any damages of any type that may occur associated with the utilities provided. Electrical power to the display area is disconnected after daily show closing. Internet access is provided complimentary.

Security: EXHIBITOR and their employees are responsible for the security of all goods, materials, or products brought into the Graham facilities.

Building, City, and State Regulations: EXHIBITOR agrees to, upon inspection, obey and abide by all rules related to participation by Building Inspector, Fire Marshal, State Health Department and or such other departments and officials.

Sales Tax: All Exhibitors making sales during the show shall be responsible for the proper collection and reporting of any taxes.

Food and Beverage: EXHIBITORS may not distribute or sell food items without prior approval from SPONSOR.

Use of the Exhibitors Name: EXHIBITOR authorizes SPONSOR, its agents and marketing entities, to use EXHIBITORS name for the purpose of promoting participation in this and future Shows, and as a reference to solicit other EXHIBITORS for shows.

Insurance: Exhibitor agrees to obtain and maintain Comprehensive General Liability Insurance in the amount of \$100,000.00. Date of coverage shall be from April 30 to May 1, 2021. RochesterMNshows as SPONSOR shall be named as additional insured on such policy. Exhibitor shall supply RochesterMNshows with a Certificate of Insurance as proof of coverage, prior to the show.

Liability and Indemnification: The SPONSOR, Co-Sponsors, Olmsted County Park Department, City Of Rochester, Show Decorator and or affiliates or employees of, shall not be liable for the safety or security of exhibit or exhibit material, any bodily injuries or other damages, arising out of the exhibit area or on any Olmsted County Park Department or City Of Rochester properties. EXHIBITOR agrees to indemnify and hold SPONSOR, Co-Sponsors, Olmsted County Park Department, City Of Rochester, Show Decorator or employees of, harmless from any damage, liability, loss or deficiency arising out of, or resulting from the use of exhibit space by EXHIBITOR, employees, sub-contractors, and others.

Final Exhibit Packet: The Final Exhibit Packet will include detailed information on Drapery, Insurance Requirements, Sales Tax, Fuel Powered Equipment, MN Health Department COVID-19 exhibit regulations, as well as other information pertaining to participation in this show.

Cancellation and Forfeiture of Payment: If an EXHIBITOR'S leased space is not fully paid for by April 9, 2021 SPONSOR may terminate this contract and reassign the space to another EXHIBITOR. If EXHIBITOR does not claim or occupy the assigned space(s) by 8:30 A.M. on Saturday, May 1, 2021 SPONSOR may terminate this contract and reassign the space(s) to another EXHIBITOR. In neither case shall the defaulting EXHIBITOR be entitled to the refund of any sums paid in advance for such space. Should SPONSOR fail to hold this event it shall refund all EXHIBITOR sums paid. Such refund shall be accepted by the EXHIBITOR in full settlement of all loss or damage suffered by the EXHIBITOR. Should EXHIBITOR find it necessary to cancel his exhibit space prior to April 9, 2021, 75% of funds will be returned. Cancellation by EXHIBITOR after April 9, 2021 will result in the forfeiture of all payments received. Cancellation of exhibit space by an EXHIBITOR must be provided in writing to SPONSOR. EXHIBITOR in entering into this contract, waives the right to "charge backs of funds submitted by credit card to lease exhibit space from SPONSOR" as it relates to any payments for this show without cancellation being provided in writing.

Collection and or Insufficient Fund Fees: Collection and Legal Fees will be charged to EXHIBITORS, who have either contracted for exhibit space and fail to appear at event or for any and all outstanding balances as they may be. Returned check fees are \$35.00 per occurrence.

Force Majeure: If Graham Arena, or any part of the exhibit area thereof is unavailable as a result of civil disorder, disease, fire, flood, governmental intervention, labor dispute, tempest, acts of war, acts of terrorism, strike, or any other action necessitating cancellation of the Show, or reduction in installation time, event time or move out time, or change in exhibit location, the SPONSOR shall not be liable to indemnify or reimburse the EXHIBITOR in respect of any damage or loss, or for direct or indirect expenses arising as a result thereof.

Revisions: SPONSOR may revise or amend terms and conditions of this contract, which are binding upon exhibitor.

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