

## 2021 River Hills Holiday Arts - Crafts and Gift Show Application For Exhibit Space

B & J Promotions, hereafter referred to as SPONSOR, grants to the entity listed below, hereafter referred to as EXHIBITOR, the right to exhibit space at the 2021, River Hills Holiday Arts - Crafts and Gift 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.MANKATOMNSHOWS.COM](http://WWW.MANKATOMNSHOWS.COM)

Exhibiting Company \_\_\_\_\_ Date \_\_\_\_\_, 2021  
 Address \_\_\_\_\_ P.O. Box \_\_\_\_\_ Apt \_\_\_\_\_ Suite \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Cell \_\_\_\_\_  
 Email Address \_\_\_\_\_  
 By \_\_\_\_\_ Signature \_\_\_\_\_ Title \_\_\_\_\_  
 MY COMPANY WILL BE EXHIBITING \_\_\_\_\_

### NUMBER OF "10 FEET WIDE BY 8 FEET DEEP" EXHIBIT SPACE(S) REQUESTED

My company will need ( ) Handcrafted Exhibit Space = 80 sq. ft. at \$125.00 Per Exhibit Space. -----Hand Made Products will be juried. ----- \$ \_\_\_\_\_  
 My company will need ( ) Direct Sales / Home Based Business Exhibit Space = 80 sq. ft. at \$195.00 Per Exhibit Space. ----- \$ \_\_\_\_\_  
 My company will need ( ) Commercial Retail Business Affiliate Exhibit Space = 80 sq. ft. at \$225.00 Per Exhibit Space. ----- \$ \_\_\_\_\_  
 My company will need ( ) Commercial Business Exhibit Spaces = 80 sq. ft. at \$275.00 Per Exhibit Space. ----- \$ \_\_\_\_\_

### ELECTRICAL OUTLET

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

### TABLE AND CHAIR RENTAL

( ) 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 - DEPOSIT - FINAL PAYMENT

Total Exhibit Investment. ----- \$ \_\_\_\_\_  
 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 October 22, 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 \_\_\_\_\_

All Credit Card information submitted, is processed in accordance with Payment Card Industry guidelines.

### OFFICE USE ONLY

Received and Adopted On Month \_\_\_\_\_ Date \_\_\_\_\_, 2021 By \_\_\_\_\_  
 Exhibit Spaces Assigned 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_ 5 \_\_\_\_\_ 6 \_\_\_\_\_ 7 \_\_\_\_\_ 8 \_\_\_\_\_ 9 \_\_\_\_\_ 10 \_\_\_\_\_  
 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:

**B & J Promotions P.O. Box 1926 North Mankato, Minnesota 56002-1926**  
 Telephone ----- (507) 387-7469 Fax ----- (612) 564-7259 Email ----- [mankatomnshows@gmail.com](mailto:mankatomnshows@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 River Hills Holiday Arts - Crafts and Gift Show Contract Rules & Regulations***

B & J PROMOTIONS, 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, River Hills Holiday Arts - Crafts and Gift 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:** River Hills Mall 1820 Adams Street, Mankato, Minnesota 56001  
**Show Dates:** Saturday and Sunday, November 6 and November 7, 2021.  
**Show Hours:** Saturday 10:00 A.M. to 8:00 P.M. Sunday 11:00 A.M to 6:00 P.M.

**Exhibit Deposit and Reserving Exhibit Space:** To reserve exhibit space in this show, a deposit of 25% of the total amount including accessories additions for Electricity, Table and or Chair Rental if requested, must be returned with a completed contract.

**Final Payment:** Final payment is due and payable by October 22, 2021.

**Move In:** Exhibits can be assembled Friday, Nov. 5, from 8:15 P.M. to 12:30 A.M. and on Saturday, Nov. 6, 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, November 6, 2021.

**Move Out:** NO EXHIBITOR will remove their exhibit in part or whole, prior to 6:00 P.M. on Sunday, Nov 7, 2021. All exhibits must be removed from the interior of the facility by 8:30 P.M. on Sunday, November 7, 2021. 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 8 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 SPONSOR, or River Hills Mall Managements 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. River Hills Mall 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.

**Handcrafted Exhibits:** Hand made items will be juried. *Imported or commercially manufactured items are considered a commercial exhibit.*

**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.

**Security:** EXHIBITOR and their employees are responsible for the security of their exhibit. River Hills Mall is patrolled by Security personnel.

**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 and contact information 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 Nov. 5 to Nov. 7, 2021. B & J Promotions as SPONSOR shall be named as additional insured on such policy. Exhibitor shall supply B & J Promotions with a Certificate of Insurance as proof of coverage, prior to the show.

**Liability and Indemnification:** The SPONSOR, Co-SPONSORS, Brookfield Property REIT Inc., BPR REIT Services LLC., Brookfield Properties Retail Inc., its subsidiaries, affiliates as well as respective members, directors, partners or employees of, Show Decorator or employees of, shall not be liable for the safety or security of exhibits or any other property nor shall they be liable for any bodily injuries or other damages arising out of the exhibit area or on River Hills Mall property. EXHIBITOR agrees to indemnify and hold SPONSOR, Co-SPONSORS, Brookfield Property REIT Inc., BPR REIT Services LLC., Brookfield Properties Retail Inc., its subsidiaries, affiliates as well as respective members, directors, partners or employees of, 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, Food and Beverage Sales, 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 Oct. 22, 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, Nov. 6, 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 promptly 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 prior to Oct 22, 2021, 75% of funds will be returned. Cancellation by EXHIBITOR after Oct. 22, 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 River Hills Mall, 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.

***B & J Promotions***

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