

Exhibitor's Contract

Northwest Iowa Ag Outlook Conference & Trade Show Sponsored By: Spencer Chamber of Commerce Ag Committee Tuesday, February 21, 2012

Contract made between the Spencer Chamber of Commerce, Spencer, Iowa herein referred to as promoter, and (contract person's name) _____, (company) _____,
(address) _____, (city, state, zip code) _____,
(phone) (____) _____, E-mail _____,
website: _____ herein referred to as exhibitor.

Exposition Facility

The exposition facility for the 2012 Northwest Iowa Ag Outlook will be the Clay County Regional Events Center, Clay County Fairgrounds, Spencer, Iowa.

Exhibition Space

The promoter shall provide **Option One – one area 10 X 10; Option Two – if space allows extra area space will be allowed. Please select your option _____; if option two how much area would you prefer? _____ (the committee members will contact you after December 12th if option two will be allowed)** at the exposition facility for the use of the exhibitor. The promoter agrees to furnish a backdrop, two chairs, and while the supply last one 6' table per total area (NOTE per 10 X 10 area if more chairs and tables needed Clay County Regional Events Center may have a few classroom tables to rent on a first come basis), and electricity, (if needed) Please provide a brief description of products and services your business provides.

Do you need electricity? Yes ___ No ___

Do you need Internet? Yes ___ No ___; Wireless ___ Wired ___ *Contact the Clay County Regional Events Center at 712-580-3000 at least a week before the event to line up Wired Hi Speed Broadband it will be a \$50.00 fee in advance and \$65.00 after February 10th to be paid direct to the Clay County Regional Events Center. Wireless Hi Speed internet will be free- just need to know in advance how many will be using this service.*

Booth Rental Fees

The promoter shall provide a booth at the exposition facility for use by the exhibitor. In consideration for the use of the area, exhibitor shall pay to the promoter the total sum of _____. **Check for FULL AMOUNT must accompany contract to reserve space. (\$250 per 10 X 10 area). NO ONE IS GUARANTEED THE SAME SPOT FROM YEAR TO YEAR! Your check will be your receipt!**

Failure to Hold Show or Provide Space

Should the promoter fail to hold the Northwest Iowa Ag Outlook as herein provided, or to furnish the exhibitor the space herein described, it shall promptly refund to exhibitor all sums paid hereunder, and such refund shall be accepted by exhibitor in full settlement of all loss or damage suffered by exhibitor.

Rules and Regulations

- Management and supervision:** The Northwest Iowa Ag Outlook shall be governed by the rules and regulations issued by the Agriculture Committee of the Chamber. The promoter reserves the right to reject or prohibit, proposed exhibit or part thereof, for any reason, including, without limitation, any person, article, conduct, printed matter, catalog or souvenir that in its opinion, isn't safe or is not suitable to the keeping with the character of such exhibition.
- Installation and removal of exhibits:** The exposition facility will be available to exhibitors with booths on Monday, Feb. 20, 2012, between 2-6 p.m. for set up work. **All vehicles, tractors, boats and large equipment must be set in place between 10 AM and Noon (12:00) on Monday February 20, 2012** All booth exhibits must be completely installed by 8 a.m. on Tuesday, February 21, 2012. **Removal of the exhibits shall not commence prior to 4:30 p.m. on Tuesday, Feb. 21, 2012. Exhibits must be completely removed from facility by 6:00 p.m. that same evening.**
- Hold harmless and indemnity:** Each exhibitor must take provisions of safeguarding company goods from the time they are placed in their booth until they are removed by the exhibitor. The promoter will not be responsible for and/or guarantee to exhibitor, the safety of exhibit material against fire, theft, accident or loss or injury whatsoever. It is agreed that the exhibitor shall assume all liability for damage to exposition facility by reason of his exhibit, his agents or employees, and shall indemnify and hold harmless the promoter. All state and local fire and safety codes are the minimum requirements of this show. Propane tanks, flammable liquids or hazardous chemicals will not be permitted due to insurance requirements of the show. Tile must be placed on the floor under tires for floor protection. **Entrance door is 18' high and 28' wide.**

Exhibitor Signature _____

Date _____

Spencer Chamber of Commerce
Promoter

Please mail completed contract to: Ag Outlook, P.O. Box 7937, Spencer, IA 51301 by **December 10, 2011.**