

SPRING HOME BUILDING & REMODELING SHOW



52nd Annual Spring Home Building & Remodeling Show At The Lansing Center 2010 Exhibitor Contract/ Application

February 26-February 28, 2010

Company: _____

Contact Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Cellular: _____ Email: _____

Booth Space: (10x10) Discounts for multiple booths, GLHB&RA membership and early registration.

Please circle the number of booths and corresponding rate on the chart below.

Number of Booths

	1 Booth	2 Booths	3 Booths	4 Booths	5 Booths	6 Booths +
Member	\$700	\$1275	\$1750	\$2275	\$2700	Please Call
Non Member	\$900	\$1700	\$2375	\$3100	\$3700	

Do you need electrical service? Yes No

In an effort to make sure you are not directly placed by your competitor, please list all industries that you will be showcasing at your booth. Industry your exhibit will be representing: _____

Choice #1 _____ **Choice #2** _____ **Choice #3** _____ **Choice #4** _____

Booths are reserved on a first-come basis.

Payment: 100% due with contract

Payment Amount: _____ Visa/MC/AMEX Check Enclosed

Credit Card No: _____ 3 Digit Number on Back: _____

Zip Code: _____ Exp: _____ Name on Card: _____

Cardholder Signature: _____

We agree to abide by the contractual rules and regulations governing the Spring Home Building & Remodeling Show as noted on both sides of this contract and understand that booth space will not be assigned without completed contract and 100% payment. (Please read carefully before signing). This application becomes a binding contract when signed and returned. Greater Lansing Home Builders & Remodelers Association conditions its acceptance of any exhibitor on the exhibitor being properly licensed under Michigan law to perform the activity or provide products that are the subject of its proposed exhibit. Any decision with respect to proper licenses is within the sole discretion of (Greater Lansing Home Builders & Remodelers Association).

Signature: _____ Date: _____

Feb. 26-Feb. 28, 2009 At the Lansing Center, 333 E. Michigan Ave, Lansing, MI 48933
 Show Hours: 12pm –8pm Friday, Saturday 10 am –8 pm, Sunday 10 am to 4 –pm
 Move In: Feb. 25, As Assigned; Move Out: Feb. 28, 4pm –9 pm
 Please sign and return with payment and proper paperwork to: GLHB&RA,
 2937 Atrium Dr., Ste 201. Okemos MI 48864 Phone: 517-323-3254 Fax: 517-323-0390
 Web: www.glhba.org Email: lthompson@glhba.org

2010 GLHB&RA Spring Home Building & Remodeling Show Contract - Rules, Regulations & Instructions

In all references below, Management refers to the Greater Lansing Home Builders & Remodelers Association including their agents and employees; Exhibitor refers to the company requesting space, including their agents and employees.

1. Arrangement, Height & Content of Exhibit: Exhibitor agrees to install an attractive and educational display of their products or services that are offered in the regular course of their business. All products displayed must be new, must be described on the contract application, and must be related to the home building/remodeling industry. Exhibits must be built within the assigned booth area covered by this contract and shall comply with all applicable laws, codes, and ordinances. Uniform set-up furnished by Management includes draping used to establish booth perimeters. Exhibitor must build their display to ensure that it will fit within those perimeters allowing space for the piping needed to hang the draping. Exhibits may not exceed 8 feet in height without prior written permission from Management. In the event that permission is granted to exceed the 8' height, the backside of the display above that level must be covered in a manner so as not to detract from any other exhibits, and is subject to approval of Management. All signs shall remain within the confines of the assigned booth space and must be designed so as not to detract from other exhibitors or exhibit space. Tables must be covered and skirted. Management retains the discretionary right to remove any exhibit or portion of exhibit that is not in compliance with the purpose or rules of this show.

2. Assignment of Booth Space: Booth space shall not be assigned, nor will this contract become binding until payment has been received. Any uncollected payment will result in the assessment of a \$25 service charge, which must be paid in full prior to booth assignment. Management has the sole discretion for the assignment of Exhibit space and will endeavor to assign space in the order requested or assign equivalent available space. Floor plans and assigned space may be changed by Management without notice to the Exhibitor. Management reserves the right to move an exhibitor.

3. Subletting of Space: Exhibitor agrees not to sublet or assign any portion of their assigned space.

4. Set Up and Staffing of Exhibits: Exhibitor agrees to complete the installation of their exhibit in accordance with the schedule established by Management and to have such installation complete by 11:00 am opening day. No exhibit may be altered, moved, or removed after the show opens unless special permission in writing is granted by Management. Exhibits must be maintained intact, kept clean, and shall be attended by staff during all regular show hours. Set up shall be done in a considerate, orderly manner with safety being a prime consideration.

5. Tear Down of Exhibit: Exhibit must be removed in its entirety from the show facility no later than 9:00 PM on Sunday, February 28, 2010. Such removal shall be done in a considerate, orderly manner with safety being a prime consideration. Management is authorized to remove, or have removed, any exhibit that remains in the facility after that date & time. Exhibits left after that date & time will be at the sole negligence of the Exhibitor and will be considered abandoned. The Exhibitor will pay all fines, charges, and expenses incurred as a result of such abandonment, in an amount to be no less than \$500 per day, to Management, for each day or part thereof that the Exhibitor's exhibit or materials are not claimed by the Exhibitor. Exhibitor further agrees to assume all expense for the cost of storage and if not claimed within 60 days, Exhibitor relinquishes all claim to the exhibit and/or materials and agrees to indemnify Management for disposal.

6. Audio, Video & Sound Control: All sound produced by any means must be kept to a level as not to disturb neighboring exhibits. Material displayed must be morally acceptable to the general public and be appropriate for family viewing or listening. Exhibitor agrees to accept full responsibility for all licensing of copyrighted music or other media played or performed in their exhibit and agrees to pay when due all royalties, license fees or other charges accruing or becoming due to any person or corporation as a result. Exhibitor indemnifies and holds Management harmless for all claims and/or damages arising from its failure to obtain licenses or pay royalties for recorded or live music or other media played or performed in their exhibit space.

7. Service: All services, equipment, electricity, and furnishings provided to the Exhibitor shall be paid for by the Exhibitor and shall normally be obtained through the independent service contractor designated by Management.

8. Fire Regulations: No explosive or highly flammable material may be used for decoration or display. No open flames or helium tanks will be permitted within the building. All regulations set forth by the local and state fire officials must be complied with implicitly. Special equipment that may present a hazard is subject to approval by those fire officials.

9. Motorized Vehicles: Any motorized or self-propelled equipment or vehicles used for the set up of Exhibit space must be removed from the building by 12:00 noon on February 26, 2010. Such use shall be governed by the regulations set forth by the facility owner and any local & state regulations.

10. Insurance and Liability: Exhibitor agrees to indemnify and hold harmless this event; Management along with its agents and employees; and the Owner of the Facility, against any claims and charges including those caused by Exhibitors acts and omissions, and to defend, at Exhibitors expense any and all such claims and charges. Exhibitors are required to carry General Liability Insurance coverage with a minimum per occurrence limit of \$500,000, and shall endorse their policy to add Management as an Additional Insured and Certificate Holder. Proof of insurance will be forward to Greater Lansing Home Builders & Remodelers Association. No Exhibitor may begin installation of their material until such Certificate is received by Management. All Exhibitor property is understood to be at the Exhibitors risk and by acceptance of this contract, the Exhibitor releases Management and the show facility from any liability for damage, injury or loss to any person or goods, from any cause whatsoever. Exhibitor shall also maintain a Workers' Compensation and Employer's Liability Policy to cover their employees as required by state law.

11. Booth Operation - Sales/Food/Souvenirs: Food concessions are controlled by the facility. No food or refreshments may be given out without the advance written consent of Management. Brochures and souvenirs may be distributed by the Exhibitor from within their contracted space only, and must be appropriate for family/children distribution. No helium filled balloons allowed. All sales activity of the Exhibitor must be confined to their contracted space.

12. Janitorial/Utilities: Exhibitors are required to maintain their contracted space for cleanliness and safety. Janitorial service will be provided for the aisles. All electrical cords used by Exhibitor must be commercial grade, with grounded, 3 prong plugs. All electrical usage is subject to approval of the Facility and their designated electrical contractor.

13. Cancellation of Show: In the event Management is unable to open the show as herein provided, or to furnish the space to the exhibitor herein described, or comparable space as herein above provided, it will refund to the exhibitor all sums paid hereunder, which shall be in full liquidation of all loss or damage suffered by the exhibitor. If, however, Management is unable to open the show or is compelled to postpone or relocate the show on account of strikes, fire, casualty loss, act of God, or other causes beyond Management's control, then it shall not be in any manner financially liable to Exhibitor.

14. Cancellation Requests: All requests for cancellation will receive "NO" refund granted.

15. Contract Amendments: Management reserves the right to promulgate and adopt such further rules and regulations as may be reasonably necessary for the convenience and safety of all exhibitors and any and all such regulations or rules shall be as much a part hereof as though fully incorporated herein and the Exhibitor agrees to conform and abide by them. Rules of the show facility are incorporated reference and are made a part hereof as though full included.

16. Termination: In the event of a contract violation or of this contract by Exhibitor, Management is authorized to terminate the contract and retain all amounts paid by Exhibitor and shall be entitled to compensation for all other costs incurred resulting from the contract violation. In addition, exhibitor shall forfeit their right to participate in future shows for a minimum of one year.

17. Electrical: Is handled through the Lansing Center. Each exhibitor received a Utilities Order Form and must return it to: LEPFA, 333 E. Michigan Avenue, Lansing, MI 48933. Checks are made payable to LEPFA.