



HOME GARDEN & HEALTHY LIVING SHOWCASE

February 28, February 29, & March 1

Jaffa Shrine Center, Altoona, PA

OFFICIAL RULES AND REGULATIONS

**PLEASE READ THE ATTACHED PAGES
AND SIGN IN ALL LOCATIONS.**

RETURN THIS CONTRACT TO THE CHAMBER

MAIL (3900 Industrial Park Drive, Suite 12, Altoona, PA 16602)

FAX (814-943-5239)

EMAIL (shoover@blairchamber.com)



IMPORTANT CONTRACT INFORMATION:

Show Hours:

1:00 - 8:00 p.m., Friday, February 28, 2020
10:00 a.m. - 8:00 p.m., Saturday, February 29, 2020
12:00 noon - 4:00 p.m., Sunday, March 1, 2020

_____(Initial) Exhibitors that are laying bricks on the Jaffa Floor must lay heavy duty plastic on the floor first. If you fail to do this, your company will be liable for any damage caused.

_____(Initial) Any cutting of bricks, wood, etc. must be done in the parking lot only. There is to be no cutting taking place inside the Jaffa and or on the ramp.

_____(Initial) Booth Safety: Exhibitors that are building an area where show attendee must step into, the exhibitor must use bevel strips around the area to prevent tripping hazards. Exhibitors that put carpet in their booth must tape the edges of the carpet down to prevent tripping hazards.

_____(Initial) BOOTH SET-UP – Please note that the lower level garage doors will not be open on Friday, February 28. If you need to set anything up, you will have to carry the items through the other doors.

_____(Initial) Subletting of Space: Exhibitors shall not sublet, assign or share the space assigned. Exhibitors receiving supplies from a company not in the show, that company cannot work in the Exhibitor booth promoting or selling their (non-exhibitor) products.

_____(Initial) Continuous Operation and Manning: All exhibits must be maintained in complete and orderly form from the opening to the closing of the show and must be adequately manned all the hours the show is open. Exhibits must be manned at all times the show is open. Exhibits may not be dismantled booths until 4:05 p.m., Sunday, March 1. **A credit card number must be provided and if an exhibitor starts dismantling booth prior to 4:05, the exhibitor will be charged a fee of \$100. VISA, MasterCard & Discover Only.**

Name on Card _____ **Card Number** _____
Exp. Date _____ **Security Code** _____ **Zip Code** _____

_____(Initial) Exhibitor Parking: There are to be no boxed trucks, trailers, etc., parked in the lower lots of the Jaffa. All boxed trucks, trailers, etc. **MUST PARK IN UPPER LOT. IF VEHICLE TAKES UP MORE THAN ONE SPOT – YOU MUST PARK IN THE UPPER LOT**

_____(Initial) Dismantling: Booths may be dismantled Sunday, March 1, after 4:05 p.m. and or **MUST BE COMPLETED ON Monday, March 2, between 8:00 a.m. and 11:00 a.m.** Exhibitors must have all their property removed from the Jaffa Shrine by 11:00 a.m. There will be no exceptions. If not removed by 11 a.m., the HOME & GARDEN SHOW COMMITTEE has the right to bill your company for any time that items remain on JAFFA property after 11 a.m. There will be no trucks allowed to back down the ramp until 5:00 p.m. on Sunday, March 1st. This will allow those exhibitors that can carry their items out to do so.

_____(Initial) We are required by the Department of Revenue to obtain the following:
SALES TAX LICENSE NUMBER _____ **EIN NUMBER** _____

I have read these items and will comply with them.

Print Name: _____

Company Name: _____

Date: _____



Home Garden & Healthy Living Showcase
Jaffa Shrine
February 28, February 29 & March 1, 2020
Sponsored by the
Blair County Chamber of Commerce
and the Blair Bedford Builders Association

THIS AGREEMENT, made at Altoona, Pennsylvania, this ___ day of ___, 20___, by and between the Blair County Chamber of Commerce and the Blair Bedford Builders Association, hereinafter known as MANAGEMENT, and _____, hereinafter know as EXHIBITOR.

EXHIBITOR leases such space only for the purpose of: EXHIBITING OR DEMONSTRATING GOODS, PRODUCTS OR SERVICES RELATING TO THE CONSTRUCTION, IMPROVEMENT AND FURNISHING OF THE HOME. THIS AGREEMENT is made and entered into on the following terms and conditions, viz.:

Exhibitor agrees to pay Management as rental the sum of \$_____ payable with the execution of this contract. Cancellation Policy: 50% refund until January 1, 2020; 0% refund after January 1, 2020. \$150 deposit is non-refundable. Home Treasures Room: \$75 non-refundable deposit is required when reserving space. Balance due no later than February 1, 2020.

Exhibitor accepts as part of this contract, and agrees to comply with, the Rules and Regulations on the attached sheet, which Rules and Regulations are specifically made a part of this contract; the Rules and Regulations established by the Management of Jaffa Shrine in its lease to the Management, and any additional Rules and Regulations or modifications of Rules and Regulations which it may be necessary to establish for the general good of the show.

Management agrees to furnish to, and erect for, the Exhibitor, a booth setup including back curtain 8 feet high and side dividers 4 feet high. The Jaffa Shrine furnishes heat, general lighting and janitorial services.

Management shall not be liable for the fulfillment of this contract if nonfulfillment is due to causes related to war, operation of law, labor disputes, riots and civil commotion's or threats thereof, or other causes beyond Management's control. However, in case of such inability of Management to fulfill this contract, Exhibitor shall receive a refund of any amounts paid on exhibit space, less reasonable deductions for overhead expenses incurred.

In case of any breach of the conditions of this agreement by Exhibitor, then all rights of Exhibitor hereunder shall cease and terminate without notice; and to cover preliminary expenses such as commissions, advertising, office and operating expenses and general overhead, difficult to determine, Management shall be entitled to retain all payments received from the Exhibitor, shall have the right to use the space contracted for in any manner it shall see fit in order to minimize its damages and shall be entitled to seek redress for any and all other damages at law or in equity.

No changes in, or additions to, this contract shall be valid unless approved in writing by Management.

It is understood that this agreement shall not be binding on Management until accepted and signed by Management.

Exhibitor will please sign and return.

PLEASE PRINT

Exhibitor's Company Name _____
Contact Person's Name, Title _____
Email address/ Phone # _____
Street _____ City _____ State _____ Zip Code _____
Signature _____

Accepted By: The Blair County Chamber of Commerce
Name/Title: _____

IMPORTANT: See ATTACHED for additional agreements, rules and regulations



ADDITIONAL RULES, REGULATIONS

CONSTRUCTION OF EXHIBITS

Height of Exhibits: The overall height of displays, including signs, shall not exceed 11-foot in height of the standard booth backwall. Display material extending to one or both sides of booth area, as well as the back extending above the 8' drape, must be decorated on rear side in such a manner that display will in no way detract from the appearance of neighboring booths or from the general appearance of the show. The use of crepe papers is not permitted.

Protection of Jaffa Shrine: Per Shrine regulations, no nails or screws may be driven into the walls, floors, ceilings or columns and no other damage may be done to the property. No masking tape is permitted on the walls.

Exhibitors must protect the Jaffa floor before setting up or will be liable for any damages.

Protection of Drapery: No use of pins, etc. that will damage the drapery.

Booth Cost: The booth cost will include overhead lighting, 2-150 watt plugs for a total of 300 watts for exhibitor's display, show advertising and administration. Uniform booth dividers and backdrops will be provided.

OPERATION OF EXHIBITS

Management shall have full discretionary authority of all show activities.

Sales: Exhibitors may sell as long as a copy of their PA Sales Tax certificate and Altoona Mercantile License is on file with **Management**. We must also have your EIN Number & Your State Tax ID number on FILE.

Aisles: These must be kept clear for crowd traffic. All interviews, demonstrations, distribution of literature or giveaways, sales work, etc. must be conducted from inside the booth or from within the aisle lines.

Prohibited Activities: Games of Chance, Vehicles (unless approved), Public Address Systems, are prohibited in all booths. Change of the booth drapery color is prohibited.

Sound Devices and audio visual equipment: Unnecessary noises, loud attention getters or loud radio, TV, DVD, stereo sound systems or any other types of noisy demonstrations, including distracting visual devices such as flashing lights, strobe lights, etc. are prohibited. Video machines or displays including DVD's, VCR's, and slide projectors may be used PROVIDED that any accompanying audio is maintained at a minimum level that will not disturb other exhibitors or distract attendees visiting surrounding exhibitor booth spaces. If complaints or comments are made to the show office, you will be given a warning. If we receive complaints or comments after the warning, the show staff has the authority to shut off the electric to your booth.

Special Promotions: The Show Management reserves the right to require the discontinuance or modification of any form of promotion or type of demonstration or method of selling or other practice within the booth or within the show which, in the opinion of the Show Management, is detrimental to neighboring exhibitors or to the show in general. Nor shall Exhibitor sell or use Management's name in sales promotion material without Management's consent.

Booth Space: The Management reserves the right to make reasonable shifts of booth space for the benefit of the Exhibitor and to make for a better show. Exhibitor shall not try for change of space, except with permission of management. All outside advertising by exhibitors is prohibited on the grounds of the Shrine.



LIABILITY, INDEMNIFICATION AND INSURANCE

Liability: Management shall not be liable to the Exhibitor, or its employees, business invitees, guests, or agents for any damage, loss or injury from fire, water, storm, electricity, smoke, theft, labor disputes, civic commotions, or threats thereof, or acts of the other Exhibitors.

Indemnification: Exhibitor shall assume all responsibility for and shall indemnify and save Management harmless against any loss, damage, cost or expense, including reasonable attorney's fees, which Management may suffer, incur or sustain or for which Management may become liable growing out of any injury to or death of persons or loss of damage to property arising out of the wrongful acts, omissions or negligence of the Exhibitor, its agents or employees, business invitees or guests or otherwise arising out of its occupancy and use of the space for its exhibit.

Insurance: Prior to the commencement of this Agreement, the Exhibitor at its sole cost and expense, for the mutual benefit of Management and Exhibitor, shall procure and shall maintain, during the length of its exhibit, bodily injury and property damage liability insurance against claims for bodily injury, death or property damage occurring in or about the Exhibitor's exhibit, such insurance to afford minimum protection for the length of the exhibit of not less than One Million and 00/100 (\$1,000,000.00) Dollars in respect to bodily injury or death to any one person and of not less than Two Million and 00/100 (\$2,000,000.00) Dollars in respect to any one accident, and of not less than Five Hundred Thousand and 00/100 (\$500,000.00) Dollars for property damage. The Exhibitor shall furnish to Management the Certificate evidencing such insurance.

Protection: In the event the Management is compelled to take charge of any property of an Exhibitor, it will do so only at the exhibitor's risk. However, the Show Management cannot be held responsible for exhibitor's property, whether located at his exhibit or anywhere else inside or outside of the Jaffa Shrine. Small and especially valuable materials should be safely packed away by the Exhibitor during the hours when his exhibit is not manned. If the exhibitor feels that he needs additional protection to cover the hazards involved in the preceding paragraph, then he should take out his own insurance.

Show Management shall have full discretionary authority of all show activities.

I HAVE READ AND AGREE TO THE ABOVE RULES AND REGULATIONS.

SIGNED: _____

COMPANY: _____

DATE: _____