

**EXHIBITOR CONTRACT with MILE HIGH PRODUCTIONS, LLC**  
**16<sup>th</sup> Annual SPRING HOME & GARDEN SHOW**  
**April 26, 27, 28, 2019**

Larimer County Fairgrounds, 1<sup>st</sup> National Bank Exhibit Hall,  
 5820 Arena Circle, Loveland, CO 80538

**\*\*\*PLEASE SIGN CONTRACT & RETURN W/ RULES and DEPOSIT\*\*\***

RESERVE FOR THE USE OF: \_\_\_\_\_  
(COMPANY NAME) (all single booths are 10'x10')

▶ \*Exhibit Space #: \_\_\_\_\_ Dimensions: \_\_\_\_\_ \$ \_\_\_\_\_  
 ▶ Total Rental: \$ \_\_\_\_\_ Enclosed is check/credit card payment for → \$ \_\_\_\_\_  
(Please add \$25 for electricity access if needed)

**MAKE PAYMENT TO:**

MILE HIGH PRODUCTIONS, LLC or Fax with credit card  
 4215 Independence Dr. payment to:  
 Loveland, CO 80538 (970) 669-3017

**\*\*CREDIT CARD PAYMENT OPTIONS\*\***

MC VISA DISCOVER AMEX (circle one)

Card # \_\_\_\_\_ Exp. Date \_\_\_\_/\_\_\_\_

Card Holder Name  
 (Print clearly): \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**PAYMENT MUST ACCOMPANY SIGNED CONTRACT**

- 50% Down Payment required with contract
- Balance Due April 8, 2019

**CANCELLATION POLICY:**

NOTICE must be received in writing at MILE HIGH PRODUCTIONS, LLC (4215 Independence Dr., Loveland, CO 80538), **BEFORE January 25, 2019. ABSOLUTELY NO REFUNDS AFTER THIS TIME.** A \$100 processing fee will be retained on ALL cancellations regardless of the date.

**CONTACT INFORMATION:**

Company official authorized to contract for exhibit space:  
 Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Company: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Address: \_\_\_\_\_ Cell: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_ email: \_\_\_\_\_

Please list product lines in spaces below. *Only products and/or services listed may be exhibited.*

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

We hereby acknowledge that we have read and initialed the attached Rules and Regulations of this contract; it is agreed that these Rules and Regulations are part of this contract and no agreement other than those contained herein shall be binding upon the parties unless in writing and signed by an official of MILE HIGH PRODUCTIONS, LLC.

▶ \_\_\_\_\_ ▶ \_\_\_\_\_  
 Signature of Exhibitor Date

▶ \_\_\_\_\_ ▶ \_\_\_\_\_  
 MHP Official Signature Date

**DO NOT WRITE BELOW THIS LINE**

Payment _____	<u>Booth Prices</u>	<u>Contact Information:</u>
Balance Due _____	10 x 10 Booth ..... \$595.00	Ann Ellis
Date Paid _____	10 x 10 Premium <sup>+</sup> ..... \$695.00	303-883-5801 (cell)
Check # _____	Add'l Inline Booth ..... \$500.00	
Form <u>W</u> _____	Add'l Premium <sup>+</sup> ..... \$695.00	
	<b>Premium Booths</b> =Corner or Main Aisles (12-19, 27-32, 37-54 & 2100-2108)	

# EXHIBITOR RULES AND REGULATIONS FOR CONTRACTED EXHIBIT SPACE

*(Please read carefully, initial and return. Save a copy for reference)*

Rules and regulations governing the show have been briefly written to advise Exhibitors of their rights, restrictions and requirements. Any changes to the rules and regulations must be made in written form prior to the show.

1. **PROOF of LIABILITY INSURANCE is required for all Exhibitors showing minimum liability coverage of \$500,000 to include: bodily injury, property damage, and personal injury. A Certificate of Insurance naming Mile High Productions, LLC as the certificate holder and additional insured with a 30-day notice of cancellation is required to be on file at MHP no later than 30 days prior to the event.**
2. EXHIBIT HOURS. Exhibitor shall maintain a responsible person(s) in the leased space at all times during designated exhibit hours. Exhibitor shall be responsible for the conduct of all employees, visitors, agents or guests of Exhibitor in or around the leased space.
3. Per Larimer County Fire Regulations, due to the nature of the facility's interior fire sprinkler systems, exhibitors may not erect covered tents in the booths.
4. MHP reserves the right to restrict the Exhibitor's use of sound and other devices, which may interfere with the best interest of the entire show. The use of sound equipment, such as microphones, televisions, VCRs and DVD players, will be permitted where appropriate to the display, provided the sound is maintained at not more than a conversation level.
5. An Exhibitor conducting a FREE DRAWING in the show must, prior to the opening of the show, notify a member of show management about the drawing and the gifts to be awarded and, after the show's closing, notify the show management to whom the prizes are being awarded.
6. All Aisles Must Be Kept Clear of Exhibits. Demonstrations, interviews, distribution of literature, etc. must be made inside of the exhibitor's space. No canvassing, solicitation of business or conference in the interest of business, except by exhibiting firms, is allowed.
7. The decision of the show management must be accepted as final in any disagreement between Exhibitors or in the decision to remove from the show any Exhibitor or his/her representative(s) performing any act or practice that, in the opinion of the show management, is objectionable.
8. LIABILITY. Neither MHP, nor the FACILITY in which the exhibits are held can or will be responsible for damage to, loss, or theft of property belonging to any Exhibitor, his/her employees, agents, business invitees, visitors or guests. Each Exhibitor is expected to carry his/her own appropriate insurance. Small and valuable exhibit material should be packed away each night.
9. Mile High Productions, LLC or the facility where the products are exhibited (inside/outside) accepts no responsibility for the inclement weather conditions or other acts of Nature and can make no refunds for loss of display time caused by same, or by acts of terrorism.

\*\*\*\* Initial \_\_\_\_\_

Date \_\_\_\_\_

**MILE HIGH PRODUCTIONS, LLC**  
**4215 Independence Drive Loveland, Colorado 80538**  
**303-883-5801**