

# Mich-Ohio Sportfishing Expo Show Rules 2011

1. **Admissible exhibits:** Boat dealers are allowed to display new products and up to 30% of their display may be products from the previous two model years. Used or previously owned boats will not be allowed in the Expo Center. If an exhibitor wishes to display photographs of used boats, the following conditions apply:
  - a) All photographs displayed to be in color
  - b) All display has to be a maximum of 4' x 4' easel type
  - c) All printing clear and legible
  
2. **Payments for space:** show management will retain all deposits or rental fees in the event that the exhibitor fails to fulfill or violates contract or withdraws from the show. Each 10 ft booth will include a curtain backing if it is an inside row. Tables and chairs are available for a fee per the contract. Please advise 10 days prior to the show if you will need extra chairs or tables.
  - 2.1. Exception: If withdrawal is due to a direct family medical emergency, deposits or rental fee's will be refunded
  
3. **Show setup schedule:** It is assumed all boats will be brought to the show on trailers or moveable dolly. No lifts for cradled boats are available. Setup time is between 3pm-8pm, the Friday evening before the show.
  - 3.1. Check in is mandatory, prior to setup, and the check in booth will be at the main entrance to the show on the South Side of the Expo
  
4. **Show Teardown schedule:** Teardown occurs after the show is closed. If you wish to finish teardown on the Monday following the show, you do so per our liability clause, and you are responsible for making those arrangements with Fairgrounds management prior to the end of the show.
  - 4.1. Our and your ultimate customer's perception of the show as it grows and builds and beyond is of major importance. To meet that goal of a good perception, shutting down early while a customer is still in the building does no vendor, customer or show management any favors. Due to perceived and real issues of safety and liability concerns, any vendor closing their booth and leaving prior to the official end of the show with out the show coordinator approval, is liable for any damages or injuries incurred by your actions of closing/leaving the show prior to official close!
  
5. **Exhibitor's space:** Maximum height of exhibit shall not exceed 12 feet, including a sign of a maximum of 2 feet. Exceptions may be granted only under extreme circumstances. All exhibitors and their material are not permitted to extend beyond the boundaries of their rented space.
  - 5.1. **Duct tape may not be used to secure anything to the floors or walls of the Expo Center as per Expo management.**
  - 5.2. **No signs may be attached to the walls.**

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**5.3. Distribution of advertising or promotional materials is permitted in the booth space, but not in the aisle ways, entrances, exits or lobby areas of the Expo Center!**

5.4. Outdoor display of boats, vehicles available at no extra cost, but must be arranged through the Vendor Coordinator as display space is limited.

5.4.1. Vendor/Exhibitor responsible for any banner/signs attached to boats/vehicles displayed outdoors

6. **Any exhibitor:** that may cause damage to any rented display curtain, floor area or area assigned to said exhibitor, said exhibitor will bear all cost for repair or reparations to the owners of the MBT Expo Center. It is understood that said exhibitor will be liable for damages caused by said exhibitor.
7. **Exhibitor passes:** No more than **Four** passes will be allowed per 10 ft booth unless previous arrangements made with Vendor coordinator/show management. Please identify the total of how many exhibitor passes will be required on the contract or by e-mail to the Vendor Coordinator two weeks prior to the show date.

7.1. Badges will be available only at the check in.

7.2. If no names are received, Badges will be printed with vendor/exhibitor name identified on the contract.

8. **Displays:** For security purposes, expensive articles should be accompanied by proof of purchase to allow purchaser to leave arena. It is the exhibitors responsibility to provide reasonable security for their own booth or area during setup, show time, and tear down.
9. **Liabilities:** Exhibitors hereby agree to indemnify and save harmless, the Huron Valley Sportfishing Club, the Monroe MBT Expo Center, their managers, officers, sponsors, employee, agents, successors and assigns from any suit or claim for personal injury or for property damage or for loss or use of property by whomsoever sustained on or about exhibitors display space or arising out of exhibitors participation in the show, unless damage or injury is due solely to the negligence of the Huron Valley Sportfishing Club or the Monroe MBT Expo Center.

## **10. Insurance:**

a) It is the responsibility of each exhibitor to provide adequate insurance to provide protection of said exhibitor and the Huron Valley Sportfishing Club for liability caused on, near, or around said exhibitors assigned area or damages caused by said exhibitor.

b) Insurance for protection against fire, theft or damage to exhibitor's materials must be carried and paid for by the exhibitor.

11. **Security:** A guard will be provided for security.

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- 11.1. There will be only one smoking area at the Southwest door
  - 11.2. After setup, no entrance or exit are allowed through the doors on the west, north, or east doors of the Expo center
  - 11.3. If at any time a security issue comes up, please notify show management and we will get the assistance of the security personnel (usually Monroe County Sheriff)
12. **At no time shall an exhibitor:** allow another person or business to use or sublease their lease space. If there is to be more than one exhibitor in one lease space, the other exhibitor must be registered on the original contract for lease space.
13. **Parking cost:** Parking is free for everyone.
- 13.1. Vendor parking after setup is to be in the Midway area south of MBT Expo Center as indicated on the parking map
  - 13.2. If a vendor has supplies in a trailer that must be accessible during the show, the trailer may be parked at the west wall of the Expo center as indicated in diagram A, and must leave enough room for Fair management to get by the parked trailer (First come, first parked unless prior arrangements made with Vendor Coordinator). If your trailer is parked and blocking that travel way, Fair management will move the trailer and is not liable for any damages or loss.
14. **Electrical:** power is available for each booth where said exhibitor is responsible for proper setup, use, and safety of any power cords or devices.
15. **Phone line/Wi Fi:** No hard phone lines are available, but remote computer access is available through Fairgrounds management for a fee of \$10 per day. Contact “Ann” at 734-241-5775 at the Monroe County Fair Association to signup and get the password, and one side note is that the Fair Association assumes that wireless security is the exhibitor’s responsibility.
16. **Amendments:** the show management shall have full power in the interpretations, enforcement of all rules contained herein, the power to make such amendments thereto, and such further rules and regulations, as it shall consider necessary for the proper conduct of the exhibitors. By signing a space application/contract, the exhibitor agrees to abide by all rules, regulations and decisions of show management.

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## 2011 FLOOR PLAN

