

## CONTRACT FOR EXHIBITION SPACE

## 2022 MINOT ASSOCIATION OF BUILDERS HOME AND GARDEN SHOW NDSF CENTER - MAGIC PLACE ROOM | FRIDAY, MARCH 4TH: 12 PM - 7 PM | SATURDAY, MARCH 5TH: 10 AM - 4 PM

1. WE AGRI	EE TO ABIDE BY TH CT. <b>PLEASE READ I</b>	HE RULES AND	REGULATIONS	GOVERNING TH		-			<u> </u>
	NY LEGAL NAME		IG CONTRACT.		DBA	NAME			
	PANY ADDRESS	-			<u> </u>			(IF DIFFER	ENT)
CITY					STA		 ATE		 IP
CONTACT NAME					— TI	 ГLЕ			
EMAIL					— PHC	——— NE			
WEBSITE		CELL							
SOCIAL MEDIA ACCOUNTS									
3. OUR PRE	FERENCES FOR S	PACE(S) ARE A							
	)W MANAGEMENT ELECTRICITY IS AV								
воотн	MAB MEMB		NON-MEM	IBER RATE					TABLES/CHAIRS
SIZE  (VIEW SHOW MAP FOR REFERENCE)	EARLY BIRD R	EGULAR RATE (BEGINS JAN 1)	EARLY BIRD (VALID THRU DEC 31)	(BEGULAR RATE (BEGINS JAN 1)	EXHIR	IT SPACE R	(EQUE	STED	REQUESTED
1 (10x10) Booth*	\$350.00	\$400.00	\$500.00	\$550.00					
2 Booths** SAVE 25%!	\$525.00	\$600.00	\$750.00	\$825.00	FIRST C	HOICE		BER OF DTHS	# OF TABLES
3 Booths**	\$703.50	\$804.00	\$1,005.00	\$1,105.50	SECOND	CHOICE			# OF CHAIRS
4 Booth* SAVE 40%! 5+ Booths*	\$840.00	\$960.00	\$1,200.00	\$1,320.00					SERVING TABLES AND
SAVE 50%!	300THS (10x20)	MAB MEN	FOR EACH ADDIT	EMBERS	THIRD C	HOICE		SQ. FT SPACE	CHAIRS IS OPTIONAL FOR A FLAT FEE OF \$25.00.
	H MINIMUM	\$2.00 S	Q.FT \$2.75	SQ. FT	DO YO	U HAVE A SA			PERMIT NUMBER?
*NOTE: PREI	MIER BOOTHS ARE A FOR PREM	AN ADDITIONAL MIER BOOTH LO	\$25/BOOTH. SEI CATIONS.	E FLOOR PLAN	IF YES, W	HAT IS YOUF	R PERM	IT NUMBER?	
	ATEGORIES: TWO IN	CLUDED IN BOOT	H PRICE,					-	
BUILDERS/O	IAL CATEGORY IS \$5 GENERAL CONTRACTO				ACCESSIBILIT				ATING & ELECTRICAL
DEVELOPER  CLEANING	S/SUBCONTRACTORS		OR FINISHES & PROI		TECHNOLOG	Y & PRODUCTS			ALES & MARKETING  MENT SALES/RENTAL
	Y & EDUCATION	☐ FURNIT	URE, APPLIANCES & 'AINMENT	HOME		TS & SERVICE	s $\square$	UTILITIES & SEF	
ENERGY SAV			,		EN & BATHRO			WINDOWS & DO	
PRODUCT	DISPLAY DESCRIP	ΓΙΟΝ				PAYMENT	CLIEC		O SECURE BOOTH SPACE NOT ASSOCIATION OF
						PAIMENT	CREDI		AVAILABLE BY CALLING
						TOTAL FO	R BOO	TH(S)	\$
EXHIBITOD AC	KNOW/LEDGES HAV	ING PEAD THIS (	CONTRACT AS W	/FI   ΔS DΔGE 1-2 (	OF DUILES	PREMIER E \$25 PER BOOT		(S) CHARGE	\$
EXHIBITOR ACKNOWLEDGES HAVING READ THIS CONTRACT, AS WELL AS PAGAND REGULATIONS AND AGREES TO ALL TERMS AND CONDITIONS, AS WELL CANCELLATION POLICY. CONTRACT WILL NOT BE ACCEPTED WITHOUT PAYN				S, AS WELL AS		TABLE/CHAIR CHARGE \$25 FLAT FEE		\$	
CERTIFICATE OF LIABILITY INSURANCE. PLEASE RETAIN A PHOTOCOPY OF THIS FORM FOR YOUR OV			R OWN RECORDS		EXHIBITOR PLUS \$35 ENHANCED LISTING IN SHOW GUIDE + WEBSITE			\$	
						ADDITIONAL CATEGORIES \$5 EACH		\$	
EXHIBITOR S	IGNATURE				DATE	TOTAL DU	E	IF REGISTERING AFER FEB 4, ADD \$100 LATE FEE	\$



## 2022 RULES AND REGULATIONS - page 1

#### **MOVE-IN & OUT**

NO EXHIBITOR WILL BE ALLOWED TO SET-UP THEIR DISPLAY UNLESS THEIR BOOTH SPACE IS PAID IN FULL.

The move-in of exhibitors is from 8 AM to 5 PM on Thursday, March 3rd and 8 AM to 11:30 AM on Friday, March 4th. The move-in must be completed and the exhibits must be ready for the public no later than 11:30 AM Friday. Show officials will not permit any move-in after opening of the show. Exhibits must remain totally intact until the show closes at 4 PM on Saturday, March 5th. Exhibits must be completely removed no later than 11 PM on Saturday, March 5th. Exhibitors who do not have displays removed by end of day Saturday, March 20th will be subject to charge of minimum of \$1200.00 per day.

#### **BOOTH ASSIGNMENTS**

The Minot Association of Builders reserves the right to determine the eligibility of any firm or product, and to make booth space assignments and arrangements as MAB deems necessary. Booth space will be assigned with due consideration to an exhibitor's preferences based upon date of receipt of contract, along with required payment. Bulk space (N/P series booths) will be assigned in the same manner. First in, first choice of preference area pending availability. Bulk space exhibitors must be able to adequately fill space rented. MAB reserves the right to alter the location of exhibitors, or of booths as shown on the official floor plan, if deemed in the best interest of the Home and Garden Show.

#### **BOOTH CONSTRUCTION**

The normal height restriction for all exhibits or portions thereof is eight (8) feet in the rear, three (3) feet on the sides. Please note on contract if exhibit is taller than normal booth sizes. Custom-built displays are desirable and more effective because of their visual appeal. All custom displays should be built four inches narrower than actual booth specifications in order to ensure proper fit. Standard booths are 10' x 10'. If it is not possible to have a custom-built booth, exhibitors may utilize the standard booth equipment which is furnished by the show. This equipment consists of drapes suspended on covered supports, eight feet at the back and thirty-four inches on the sides. Tables and chairs will be provided upon request for a nominal \$25 fee. Exhibitors will not apply paint, lacquer, adhesive, or any other coating to the building floors, columns, etc., or to the standard booth equipment. All exposed edges of carpeting or other floor covering must be taped down to the satisfaction of MAB. Exhibitor's booth must be able to pass fire marshal's inspection, and for this reason non-flammable materials are recommended. Exhibits shall be constructed and arranged so they do not obstruct the general view or hide the exhibits of others. Floor coverings and display items shall be confined to the exhibit space leaving the aisles open for public safety and traffic. For maximum visual effect and exposure, it is recommended that corner booths DO NOT build side walls next to the side aisle. THE USE OF CONFETTI IS STRICTLY PROHIBITED.

#### **DISTRIBUTION OF LITERATURE**

Printing, advertising, souvenirs, etc., may be distributed by exhibitors from their own leased space only. Any souvenirs or advertising that is of an objectionable or undignified character will not be permitted. Souvenirs will not be of a noise-making variety.

#### **CHARACTER OF EXHIBITS**

Exhibits should be attractive and demonstrative so the purpose of providing maximum educational and informational opportunities to the public can be met. Exhibitors are requested to cooperate at all times with the show officials by manning and maintaining their exhibits throughout the exhibition. Each exhibitor agrees to have a representative(s) in attendance at their booth during the hours of the show. Selling of all sales of products and/or services will be allowed. No canvassing, solicitation of business, or conferences in the interest of business, except by products or exhibitors will be permitted in the exposition. Canvassing must be confined to exhibitor's rented space, and all sales activities must take place within services that space.

#### **SUBLETTING SPACE**

An exhibitor shall not assign, sublet or apportion the whole or any part of the space allotted to him, and may not exhibit therein any other goods, apparatus, service, etc., other than those manufactured or sold by the exhibitor in the regular course of business. Violation of this rule shall be cause for cancellation of the contract without refund. If it is necessary to use the equipment of another manufacturer, distributor or dealer whose equipment should be displayed separately then no advertising may be in evidence. Companies involved in cooperative booth designs must contract separately. Each company must have a minimum of one single booth.

#### **SOUND CONTROL**

Sound effects, loud speakers, television sets and other attention getting devices and audio-visual equipment will not be permitted except in locations where, in the opinion of show officials, such sounds and activity do not interfere with activities of neighboring exhibitors.

#### **SIGNS AND BALLOONS**

Any exhibitor displaying signs which are or look amateurish or unprofessional and detract from the integrity of the Home and Garden Show may be required to remove such signs at the discretion of MAB. No helium balloons or similar items will be allowed in the show due to fire code and the high cost of removal from ceiling.

#### LIABILITY

Neither the Minot Association of Builders, the employees thereof, the North Dakota State Fair, nor any member of the show committee, or their representatives, will be responsible for any injury, loss or damage that may occur to the exhibitor, or to the exhibitor's employees or property, from any cause whatsoever prior, during, or subsequent to the period covered by the show exhibit contract; and the exhibitor on signing contract expressly releases the foregoing named association, individuals, representatives, committee, and officials from any or all claims for such loss, damage, or injury. The exhibit area will be secured during non-show hours. This security in no way assumes any responsibility for the care and safekeeping of exhibits. It is a provision of this contract that all exhibitors have public and property liability insurance to protect themselves, the Minot Association of Builders and its representatives, the North Dakota State Fair and its representatives, against all possible claims arising out of negligent acts of his or her employees and booth visitors during the operation of his or her equipment in this exhibit or the exhibit in this show. Exhibitors will be required to replace, repair, or otherwise assume the expense of any defacement for injury of premises caused by his or her exhibit or representatives.

## 2022 RULES AND REGULATIONS - page 2

#### **DEPOSITS & REFUNDS**

All booth fees will be retained by the Association in the event the exhibitor fails to fulfill the contract. NO REFUNDS WILL BE MADE IN BOOTH/BULK SPACE RENTALS CANCELED LESS THAN 14 DAYS BEFORE THE SHOW. If the application for space is declined by the committee, all monies deposited for such space will be returned to the applicant. If the exhibitor fails to occupy the space contracted for, or fails to comply with the terms of this agreement, the show management shall have the right to use such space in any manner without releasing the exhibitor from paying the sum agreed upon in this contract.

#### **FEBRUARY 4**

 Last day tor exhibitor to cancel for full refund (minus CC fees if applicable)

#### FEBRUARY 4-18

 If exhibitor cancels, 70% of booth fee is eligible to be refunded or transferred to 2023 Home & Garden Show (minus CC fees if applicable)

#### **FEBRUARY 18**

If exhibitor cancels after this date, no refunds will be issued

#### **VERBAL AGREEMENTS**

Absolutely no verbal agreements will be recognized by the Home and Garden Show Committee. Wherever these rules do not cover, the Home Show management reserves the right to make such rulings as may appear to be in the best interest of the Home and Garden Show and the exhibitor agrees abide by such rulings.

#### **FORCE MAJEURE**

In the event that (i) the facility in which the Show is to be held or is held is destroyed or becomes unavailable for occupancy or (ii) MAB is unable to permit the Exhibitor to occupy the facility or the space, or (iii) if the Show is cancelled or curtailed, for any reasons beyond the control of MAB, including but not limited to, casualty, explosion, fire, lightning, flood, weather, epidemic, earthquake or other Acts of God, acts of public enemies, riots or civil disturbances, strike, lockout or boycott, MAB will not be responsible for any loss of business, loss of profits, consequential or special damages or expenses of whatever nature that the Exhibitor may suffer.

#### **SOCIAL DISTANCING**

Minot Association of Builders will make all accommodations necessary for this event to fall under the North Dakota Department of Health guidelines for large events. All exhibitors agree to follow guidelines set by both the MAB and the NDDOH.

#### IMPORTANT DATES TO REMEMBER FOR EXHIBITORS, SPONSORS & ADVERTISERS:

#### **DECEMBER 31, 2021**

• Early Bird pricing ends

#### **JANUARY 31, 2022**

Home & Garden Show Guide Ad Reservation Deadline

#### **FEBRUARY 4, 2022**

- Last day to register without incurring \$100 late fee
- Last day tor exhibitor to cancel for full refund (minus CC fees if applicable)
- Home & Garden Show Guide Artwork Due
- All Sponsorship Contracts Due

#### FEBRUARY 4-18, 2022

If exhibitor cancels, 70% of booth fee is eligible to be refunded or transferred to 2022 Home & Garden Show (minus CC fees if applicable)

#### **FEBRUARY 11, 2022**

• Home & Garden Show Guide Proof Approval Due

#### **FEBRUARY 18, 2022**

If exhibitor cancels after this date, no refunds will be issued

#### **FEBRUARY 28, 2022**

• Home & Garden Show Guide Publication Date

#### **MARCH 3, 2022**

Move-In Day: 8:00 am - 5:00 pm

#### **MARCH 4, 2022**

- Move-In Hours: 8:00 am 11:30am
- Show Hours: 12:00 pm 7:00 pm
- Member + Exhibitor Appreciation Night: 6pm-8pm

#### **MARCH 5, 2022**

- Show Hours: 10:00 am 4:00 pm
- Move-Out: 4pm-11pm
- Exhibitors who do not have displays removed by end of day Saturday, March 5th will be subject to charge of minimum of \$1200.00 per day.

#### **OPTIONAL CONSIDERATIONS FOR EXHIBITORS**

#### **HOTEL BLOCK DETAILS**

A Hotel Block will be set up at the Clarion Hotel in Minot, which is conveniently located across from the event center.

Clarion Hotel | 701-852-2508 2200 E Burdick Expy - Minot, ND 58701

Block of rooms available March 3-6, 2022

Mention group "Minot Home & Garden Show 2022" when calling to make a room reservation. Options will be available.

#### **WI-FI AT THE SHOW**

There is free public wi-fi available throughout the NDSF building but can be spotty when there are many exhibitors & attendees trying to use it all at once.

If you need internet access specifically for your booth display, or a secure line for payment processing, we suggest that you order internet service for this show.

For pricing options and to order a dedicated internet connection, call the SRT Business office at 701-852-8888.



#### SHOW DATES: MARCH 4-5, 2022

## 2022 HOME AND GARDEN SHOW PRINT ADVERTISING RATES

# Ad Size Specifications Investment Full Page 5.25" x 8.25" \$650.00 Half Page 5.25" x 4.105" \$500.00 Quarter Page 2.6" x 4.105" \$300.00

Special Positions	<b>Specifications</b>	Investment
Back Cover	5.25" x 8.25"	\$900.00
Inside Back Cover	5.25" x 8.25"	\$750.00
Inside Front Cover	5.25" x 8.25"	\$750.00
Front Cover Bottom Banner	5.5" × 1.75"	\$450.00
Middle Natural Opening (2 available)	5.25" x 8.25"	\$750.00

#### THINGS TO KNOW:

RATES ARE FOR MEMBERS OF THE MINOT ASSOCIATION OF BUILDERS AND VENDORS OF THE SHOW ONLY.

ALL SPECIAL POSITION PLACEMENTS ARE ISSUED ON A FIRST COME, FIRST SERVE BASIS.

#### **MAKE CHECKS PAYABLE TO:**

Minot Association of Builders 606 Burdick Expressway West Suite B Minot, ND 58701

SUBMIT ADS TO CONTACT@MINOTAB.COM.

#### **DETAILS**

The Minot Association of Builders is pleased to present the production of the unique *Home and Garden Show Guide* for the 2022 Home and Garden Show.

This **FULL COLOR**, high-grade glossy paper publication is a great opportunity for you to showcase your business to potential buyers, remodelers and show attendees. The Show magazine will be a digest (5.5" x 8.5") size publication that will be available at the Home and Garden Show as well as online before and after the Show.

This publication informs show attendees on building trends, financing, decorating, remodeling, home accessories and much more. Your advertising is an investment that very likely will direct prospects your way.

#### **DEADLINES:**

Ad Reservation 1/31/2022

Artwork Due 2/4/2022

Publication Date



#### **MORE INFO:**

contact@minotab.com 701.852.0496

Business Name:	
Business Contact:	
Business Address:	
Phone Number:	Email:
Advertisement Size:	FULL PAGE HALF PAGE QUARTER PAGE SPECIAL PLACEMENT IF SPECIAL PLACEMENT, indicate specific place in ad placement
Ad Placement:	Investment:
Special Instructions:	
Customer's Signature	Date:

#### SUBJECT TO CONDITIONS STATED BELOW:

A. All advertisements are subject to cancellation if payment is not made by February 4, 2022. Same day agreements may be paid via credit card.

B. Agreements for covers cannot be cancelled.

### 2022 SPONSORSHIP OPPORTUNITIES

#### HARD HATS 'N HAMMERS - \$1,500 (EXCLUSIVE)

Is your business looking into the future and reaching the younger generation? Look no further! We're looking to hand out a hard hat and hammer to EVERY child that comes through the Home and Garden Show's doors! Hard hats & hammers would feature YOUR logo! Make a lasting impression the youngsters and their parents! Your business name and logo will be featured in all print, electronic and visual media advertisements. You'll also receive:

 FREE Full page "sponsor highlight" page in the show magazine featuring your business (VALUE OF \$500!)

#### LEGO LANDSCAPER—\$1,000 (EXCLUSIVE)

The Minot Association of Builders is hosting its 7th annual Lego homebuilding competition at the Home and Garden Show on March 4-5, 2022. Children ages 5-12 will compete in building houses out of Legos. The homes will be judged on creativity and structure. Free for children meeting the age requirements. 15 kids will compete in each of the two age groups. Business is responsible for working the Lego Station all day at specified timeframes during the show. Your business name and logo will be featured in all print, electronic and visual media advertisements. You'll also receive:

 FREE Full page "sponsor highlight" page in the show magazine featuring your business (VALUE OF \$500!)

#### SHOW GUIDE GURU - \$850 (EXCLUSIVE)

How do you bring customers into your business twice? Bring them in once! Become the Show Guide Guru sponsor and be the location where interested attendees can pick up their Home & Garden Show Guides in advance with a \$1 OFF admission sticker attached! Here's what you'll receive:

- 500-750 Show guides will be delivered to your business location(s) the Monday of Home & Garden Show Week
- Your business name mentioned on ALL Home and Garden Show radio and television advertising: "Stop by any XYZ Business Location to pick up your show guide which includes a \$1 off admission coupon"
- Half-Page Ad in the Home & Garden Show Guide (VALUE OF \$500!)
- Your business name and logo will be featured in all print, electronic and visual media advertisements.

#### CASAS ON CANVAS - \$750 (EXCLUSIVE)

Calling all young home builders, designers and creatives! Paint your dream home on canvas! Kids ages 5-12 will be allowed 30 minutes to use paint to create their dream home on canvas. Additional art supplies will be provided to give the option of 3-D art. Homes will be judged on creativity and appearance. Free for children meeting the age requirements. 12 kids will compete in each of the two age groups. Smocks or t-shirt with your logo can be provided to each child participating in the competition. Times will alternate with the Ready Builders LEGO Competition to allow kids to participate in both activities. Your business is encouraged to take ownership of this contest and put your own spin on it! Contact Erika to discuss more details! Business is responsible for working the Casas on Canvas Station during the specified timeframes during the show. Your business name and logo will be featured in all print, electronic and visual media advertisements. You'll also receive:

 FREE Full page "sponsor highlight" page in the show magazine featuring your business (VALUE OF \$500!)

#### GARDEN ART - \$650 (EXCLUSIVE)

Stop by the Garden Art booth and experience Home and Garden Show garden art! Kids of all ages are invited to brighten up their home by painting their own flower pot all on March 4h & 5th! Your business name and logo will be featured in all print, electronic and visual media advertisements. Business is responsible for working the Garden Art Station all day or specified timeframes during the show, whichever is preferred

#### ROOFTOP SPONSOR - \$500 (4 ALLOWED)

Help us shout about the show from the Rooftops! This sponsorship helps us spread the word about the Home & Garden Show through television, and digital media. Here's what you'll receive:

- Business logo image will be featured on ALL Television and Billboard advertising
- Business name on Home and Garden Show print marketing
- Business name on Home and Garden Show electronic marketing

#### SIGN UP SUPPORTERS - \$250 (6 ALLOWED)

Put your logo in front of all the vendors at the Home and Garden Show! Sign Up Supporters will have their logo featured on the interactive, real-time map used for registration. Here's what you'll receive:

- Your logo with link to your website on map sidebar
- Business name on Home and Garden Show electronic marketing

#### SHOUT-OUT SPONSOR - \$125 (UNLIMITED)

Put your name in front of ALL Home & Garden Show attendees and help support the MAB's largest Annual public event. Here's what you'll receive:

- Business name listed in the Home & Garden Show Guide
- Business name listed on Home and Garden Show website and social media

#### EXHIBITOR LOUNGE CONCIERGE - \$200 (3 ALLOWED)

Put your logo in front of all the vendors at the Home and Garden Show! Exhibitor Lounge Concierge can choose to pay sponsorship fee to help provide goodies for the exhibitor lounge OR can choose to provide a special treat or meal to the exhibitor lounge. All concierge sponsor logos will be listed in exhibitor packets as well as posted in the exhibitor lounge throughout the show.

#### CONTEST CREATOR - CONTACT MAB

The Home and Garden Show has taken over! We've taken over the Home and Garden Show Magazine that is! This **FULL COLOR**, high-grade glossy paper publication is a great opportunity for you to showcase your business to show attendees. To make it even better, we'd like to give attendees a chance to win a prize for attending the show! Let's work together and come up with a great prize!

- FREE Full page "sponsor highlight" page in the show magazine featuring your business (VALUE OF \$800!)
- Special mentions on Home and Garden Show radio and television advertising
- Business name on Home and Garden Show print marketing
- Business name on Home and Garden Show electronic marketing

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	SPONSORSHIP AGREEMENT
Business Name:	
Business Contact:	
Phone Number:	Email:
Sponsorship Selection:	Investment:
Sponsorship agreements	re held with signed agreement and full payment. Mail to: Minot Association of Builders Payments DUE: February 12th, 2022
Customer's Signature	Date: