



EXHIBITOR CONTRACT FOR THE CREATIVE CONNECTION EVENT  
SEPTEMBER 15, 16, 17, 2011  
CROWNE PLAZA HOTEL  
11 EAST KELLOGG BLVD ST PAUL MN 55101

EXHIBITOR'S BUSINESS NAME: \_\_\_\_\_

EXHIBITOR'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CONTACT PHONE #: \_\_\_\_\_

EMAIL: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

TAX ID #: \_\_\_\_\_ EXHIBITOR IS RESPONSIBLE FOR COLLECTION OF ALL SALES TAX

DESCRIPTION OF MERCHANDISE/BUSINESS (25 words or less to be listed on event map) \_\_\_\_\_

**Space requested:**

#of booth(s) \_\_\_\_\_ x \$495.00 \_\_\_\_\_

The cost of a booth includes:

**8' high drapery along the back of the booth**

**8' high drapery along two sides**

**8' draped table**

**1 chair**

**1 exhibitor identification sign**

**2 exhibitor passes**

#of table(s) \_\_\_\_\_ x \$275.00 \_\_\_\_\_

The cost of a table includes:

**one 8'x2' table**

**table covering**

**1 chair**

**2 exhibitor passes**

Registration for the CREATIVE CONNECTION MARKET must be made on THE CREATIVE CONNECTION website. The total amount must be paid in full upon registration. If payment in full is not received, your booth or table space will be made available to other vendors. Once accepted into the market, you have until June 1, 2011 to cancel and still receive a full refund, minus a \$75.00 processing fee. If you must cancel after this date, you have until August 15, 2011 to receive a 50% refund. No refunds will be offered if a cancellation is made within 30 days of the Creative Connection Event. If availability permits, you are able to continue to register for THE CREATIVE CONNECTION MARKET up until September 1, 2011.

**PLEASE READ CAREFULLY.**

**THE UNDERSIGNED:**

1. Agrees to indemnify, defend, protect, and hold harmless the sponsors, proprietors of location, and all its associates for any personal injury, loss, or damages to him/herself or any property loss or damages of any nature suffered by any person, exhibitors, and especially the attendees while within the exhibitor's space or caused by the exhibitor.
2. Exhibitor may not assign their contract for exhibit space or permit any other person to use part of said space.
3. Agrees to hold harmless the sponsors, proprietors of the location, and its associates for any merchandise lost, stolen or broken.

4. Agrees that, should an accident occur within the exhibitor's space caused by the exhibitor's displays, products, or unsafe conditions, the exhibitor will be held liable. The exhibitor agrees to save and hold harmless sponsors, proprietors, and all said associates from liability resulting in such accidents.

5. Agrees to read and be responsible for compliance with all the rules and regulations in this contract.

6. Is responsible for product liability and accurate representation of products offered for sale.

7. THE CREATIVE CONNECTION EVENT reserves the right to formulate additional rules and regulations if necessary for the betterment of the event. All disputes between the parties that relate or pertain to this contract or the relationship of the parties shall be decided by binding arbitration. The resolution of all disputes shall be governed by the laws of the State of Utah.

I have read, understood, and agreed to this contract.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Keep the Rules, Regulations, and Responsibilities of Exhibitors sheets for future reference.



### **RULES, REGULATIONS, AND RESPONSIBILITIES OF EXHIBITORS CONTRACT:**

1. Exhibitor agrees to pay a fee of 495.00 per BOOTH and 275.00 per TABLE space. Each booth space is approximately 8'x10', and each table space is approximately 8'x2'. Product is displayed on top of the table only. Payment in full is due upon registration . If you are unable to attend, please notify THE CREATIVE CONNECTION EVENT as soon as possible as we will be advertising your business. If cancellation is made before June 1st, a full refund, minus a \$75.00 processing fee will be issued.
2. Exhibitor placements are based on several criteria, including, but not limited to; date contract is received, overall product mix, and number of spaces rented.
3. Show dates are September 16th and 17th, 2011. Event hours are: Friday: 1pm-9:30 pm and Saturday: 10am-5:30pm. Exhibitor set up is Thursday, September 15. We will notify you of the move-in hours. Please unload immediately and remove your vehicle from loading area. All vehicles must be removed from loading area 30 minutes prior to the start of the event. The exhibit hall will be open 1 hour after and 2 hours prior to event hours for restocking.
4. Take down your display immediately following the show on Saturday. **Absolutely no early take down or packing of product.**
5. THE CREATIVE CONNECTION EVENT will provide 2 exhibitor passes for the 1st space rented and 1 add'l pass for each add'l space, not to exceed 5 passes total per exhibitor. You are required to wear the pass at all times while you are at the event. Additional passes may be purchased at the show. **THE CREATIVE CONNECTION EVENT is not responsible for lost, stolen, or forgotten passes.**
6. Be aware and take action to prevent shoplifting from occurring in your booth. Be in attendance of your space during the entire event.
7. Keep your spaces neat in appearance, restocked, and staged in accordance with THE CREATIVE CONNECTION EVENT standards. Assist your customers with loading merchandise and provide customer service. **Checkout, merchandise, and all display must be kept within your designated space.**
8. Remove and take all trash belonging to you.
9. All back stock, moving equipment, and packing materials must be stored out of sight
10. No selling of any offensive/dangerous merchandise as this is a family event. **THE CREATIVE CONNECTION EVENT reserves the right to refuse any merchandise we find unfit.**
11. No artificial flowers, plants or garland allowed for display. Only fresh or dried are acceptable.
12. THE CREATIVE CONNECTION EVENT will supply pole and drape to be used as partitions. Pole and drape are to be left the height established by THE CREATIVE CONNECTION EVENT. **We ask that tables are covered. Table coverings are provided for Exhibitors who have rented a table space.**
13. Park towards the back of the parking ramp in consideration of our attendees.
14. Help with promotion of show via postcard distribution and e-mail lists. **You may promote your own business/sales by placing cards at the community table. Placing fliers on vehicles is not allowed.**
15. Keep fire aisles free and clear. Make access in and out of your booth as easy as possible . You must keep a household fire extinguisher accessible in your space at all times in accordance with fire codes
16. You may offer discounts on your merchandise to customers during the event, but no clearance/reduced price signs allowed.
17. Smoking is allowed only in designated areas. Animals will not be allowed in show area.
18. You are solely responsible for your property and the security of it while at the event.
19. THE CREATIVE CONNECTION MARKET is a juried show. THE CREATIVE CONNECTION EVENT reserves the right to refuse any vendors they feel do not fit with the theme of the event.

Please direct inquires to Linda Schneewind at: [creativeconnectionevent@gmail.com](mailto:creativeconnectionevent@gmail.com).

**THE CREATIVE CONNECTION EVENT**  
215 Historic 25th Street Ogden, Utah 84401