

‘A Bridal Odyssey’ Show Regulations and Guidelines

This agreement is made by and between _____ hereinafter called the “EXHIBITOR” and MANCINI EMCEE AND SOUND PRODUCTION, (MESP) “PRODUCER” or agents acting for the management of the exhibition, hereinafter called “Management.” For rental of space for the event hereinafter called “A Bridal Odyssey”. Whereas PRODUCER is producing, organizing, and coordinating bridal shows at the Visalia Wyndham Hotel, to take place Sunday Jan 20, 2019 with the hours of 11:00 AM to 4:00 PM.

1. This application properly executed by exhibitor shall, upon acceptance and notification of booths assigned by Management, constitute a valid and binding contract. This agreement is made in and shall be construed in accordance with the law of the State of California. In the event that the location of “A Bridal Odyssey” changes, this contract will continue to remain legally binding. This agreement shall not in any sense be deemed to be or construed to create a partnership or joint venture between parties hereto and neither party shall have the right or authority to bind the other or its representatives in any way.

2. PRODUCER reserves the right to alter event layout and booth arrangement to a design that may differ from illustration in the marketing literature and reassign Exhibitor's booth location if deemed necessary by PRODUCER. A general admission payable to the MESP management may be charged to the public at PRODUCER discretion.

3. The EXHIBITOR shall under no circumstance sublet any part of the space thereof, without the duly signed consent of PRODUCER. Nor display any sign or material from a non-participant business. Only firms or businesses assigned exhibit space will be permitted to solicit business within the exhibit area. No solicitation of attendees or distribution of material is permitted outside the exhibitor's assigned booth space. In deference it is agreed that an exhibitor advertising printed materials from his booth but **MUST NOT** distribute any such materials in the neighborhood of entrances and exits or its isles, nor in a manner as to cause annoyances or disturbance to the other exhibitors.

No children under the age of 16 years of age are allowed to accompany EXHIBITOR during show hours.

4. Booth and Table Space Guidelines

~ Exhibit may not exceed 10ft height at back and 3ft the sides Exhibit should not in any way block air and/or light flow; any exhibits over 10ft high must be approved by PRODUCER.

~ All aisles must be kept clear within boundaries set up by local fire codes and PRODUCER.

~ Booths are approx. 10ft wide and 10 ft deep. Each booth comes with one 6ft table with cloth

~ Table Exhibits will have a 6ft table, and white cloth. Please keep items confined to top of table. No floor space is to be used. **(Excluded are DJ's, Photographers, Florist, Caterers and Cake Bakers)**

5. PRODUCER will inspect the show arena upon completion of setup, but before the doors open to the general public's admittance. All booths will be inspected for completion and professionalism one hour prior to doors opening to the general public. Hours of show for said event is 11:00 am to 4:00 PM. If at time or any time throughout the duration of the bridal show discovers that the exhibitor has violated any of the regulations PRODUCER will reallocate the space to another vendor and the EXHIBITOR agrees to withdraw from the show and the premises, losing all monies paid.

6. EXHIBITOR and any representative must adhere to professional attire. A representative must be present in the EXHIBITOR booth at all times during show.

7. Payment Requirement and Cancellation Charges: A \$250 non-refundable reservation fee is required with this agreement. The balance due is payable 30 days prior to show dates. Make all checks payable to “**Mancini**” Production. Payments made after due date, exhibitor agrees to pay **\$25 late fee**. Where total payment and late fee is not received 30 days prior to show date, EXHIBITOR will not be listed in printed program. Any payment received from Exhibitor is returned for any reason by the Exhibitors bank (non-sufficient funds, missing signature, etc) it is considered non-payment and the Exhibitor shall pay **\$25 return fee** and **any late fees and bank charges** associated with the inconvenience.

8. Cancellations received 30 days or earlier to a scheduled event will be subject to a 50% assessment of the total booth space fee. 100% assessment 15 days to date of the event. Cancelled booth space may be reassigned by PRODUCER. This no way relieves EXHIBITOR of his/her obligation to pay the full applicable assessment. EXHIBITOR may reschedule a maximum of one time from one event date to another if written notice is submitted to and approved by producer thirty days prior to the day of the event being changed. EXHIBITOR will not be permitted to participate in scheduled event without payment in full prior to the beginning of the event. PRODUCER reserves the right to reassign booth if full payment is not received seven days prior to event. All cancellations must be submitted in writing and will be subject to all Management regulations and guidelines. Each cancellation request will be reviewed upon receipt. No verbal cancellations will be accepted. Should EXHIBITOR'S display and/or materials fail to arrive, EXHIBITOR is nevertheless responsible for the rental and payment of his/her space.

9. If PRODUCER should be prevented from holding the exhibition by any cause beyond its control, or if it cannot permit the EXHIBITOR to occupy space due to causes beyond its control, PRODUCER reserves the right to alter location and/or date of event with reasonable notice provided to exhibitors. MESP management has the right to cancel the exhibit with no further liability than a refund of the booth space rent. EXHIBITOR understands that weather plays a major role in determining the total attendance at the bridal show. PRODUCER makes no guarantees regarding weather conditions and its relationship to attendance.

10. EXHIBITOR or agents must not injure or deface the walls, or floors of the building, or the equipment of the booths. EXHIBITORS are prohibited from posting any sign, advertisements or matter of any description on any surface in the exhibition hall outside their designated booth. When such damage appears, EXHIBITOR is liable to the owner of the property for damage. EXHIBITOR shall also comply with all the reasonable requests of officials of the facility and Management with respect to the installation, conduct, and disassembly of its exhibit

11. EXHIBITOR agrees to indemnify and save harmless the event, their producer, management and it's employees from any and all claims, causes of action and suits accruing or resulting from any damage, injury or loss to any persons to whom the EXHIBITOR may be liable under any Workers' Compensation Law and the EXHIBITOR himself and from any loss, damage, cause of action, claims or suits for damages or merchandise, caused by arising out of or in any way connected with the exercise by the EXHIBITOR privileges granted herein. MESP and The Visalia Wyndham Hotel Management will provide adequate security at all times. However, EXHIBITORS are responsible for any loss of equipment and/or display material resulting from theft or misplacement.

12. EXHIBITOR desiring insurance on their exhibits must place same at their own expense. MESP management will not be responsible for the safety of exhibits against fire, robbery, accident, or any other destructive cause, or for any injury that may arise to the public leased area or to the EXHIBITOR or their employees while on the event grounds. Vehicles must not be left unattended while loading and unloading. The Visalia Wyndham Hotel and event personnel reserves the right to demand any vehicle to move or vacate the event grounds.

13. It is the EXHIBITORS responsible for appropriate license and city permits. A one-day permit for the City of Visalia is \$35 for those who do not have a city license. This should be paid prior to show date. Please make check payable to City of Visalia

14. PRODUCER reserves the right to alter the nature of promotional support to meet the needs of a specific event and the market in which that event takes place. Any additions and/or elimination of promotional activities shall be at the discretion of MESP management.

15. PRODUCER shall have the right to use the Exhibitor's name and/or logos for promotional purposes with MESP "A Bridal Odyssey" events.

16. EXHIBITOR agrees that the rules and regulations of PRODUCER reserves the right to accept or reject all contracts submitted for exhibit space. Exhibitor further agrees that PRODUCER has the full power to interpret and enforce all rules and regulations in the best interests of the event.

17. EXHIBITOR agrees to indemnify Management and hold it harmless for all claims, fines, judgments, or penalties in any way arising out of Exhibitor's participation in the show, including, but limited to, the active or passive negligence of EXHIBITOR and /or its agents and employees.

18. Mailing list given to the EXHIBITOR is a protected trade secret of the PRODUCER and no company or person, or EXHIBITOR will be entitled to use this list for any other business or activity not authorized by PRODUCER. Producer has right to withhold the list if any of the above rules are not followed.

19. Failure of EXHIBITOR to comply with any or all conditions of the agreement will affect the EXHIBITOR 'S ability to participate in future shows.

I represent that I have authority to sign this agreement and enter into this agreement on behalf of the business named above.

Name – Signature _____

Print name _____ Date _____

Please make copy for your records.