



APPLICATION AND CONTRACT FOR SPACE

Great Indy Pet Expo
November 14 - 15, 2009
Indiana State Fairgrounds, Toyota Expo Hall
Indianapolis, IN

final payment	_____
assigned booth	_____
signage	_____
booth order received	_____
tickets issued	_____
name badge prepared	_____

Managed by: CE Enterprises LLC.

Date _____

Company Name _____ Contact Name _____

Street Address _____

City/State/Zip _____

Telephone: _____ Cell: _____ Fax Number _____

E-mail address _____ Website _____

PRODUCTS AND/OR SERVICES TO BE EXHIBITED:

(It is necessary to fill out this section. This copy will be included on our website to describe your booth. Show management reserves the right to approve all products and services.)

Yes, I would like to donate a product or gift certificate to the Contests. All prizes will be recognized during the event.

BOOTH RATES:

Corner	\$495	Artist	\$300
Line	\$450	Non-Profit	\$175 (limit one booth per group*)

Additional booths \$300 per 10 x 10 line space
Electricity: \$10 per regular outlet needed

*Non-profit rescues are asked to only bring as many pets as comfortably will fit in your booth. You are welcome to walk them on the show floor and engage attendees, but please do not plan on using aisles and wall space for crates or supplies. All rescues must have vaccination records on site.

TOTAL BOOTH FEE _____ **Early Bird Special – 10% Booth Fee Discount!**
Full payment must accompany contract. **EARLY BIRD SPECIAL:** All contracts postmarked by June 30, 2009 will receive a 10% discount and retain their floor plan location.

ORIGINAL APPLICATIONS MUST BE SIGNED AND SUBMITTED TO GREAT INDY PET EXPO. When application for exhibit space has been accepted and signed by Great Indy Pet Expo, this application will constitute a contract, and its terms and conditions shall include and incorporate the terms of contract that are printed on Page 2 of this application. Great Indy Pet Expo, will return a signed copy to you. Contract takes effect when each party has a copy of contract signed by the other and payment has been received by Great Indy Pet Expo.

Exhibitor Signature _____

Exhibitor Printed Signature _____

Make check payable to Great Indy Pet Expo
Forward contract and check to:

**Great Indy Pet Expo
P.O. Box 292
Adel, Iowa 50003**

For additional information call: (515)778-4762 **Watch our website: www.greatindypetexpo.com**

Do not write in this space.

Accepted by _____ Date _____

TERMS OF CONTRACT

1. PAYMENTS AND TERMINATION OF CONTRACT.

If the terms of booth payment as set forth on this contract are not met, the rights of exhibitor to the space shall cease and terminate. Space can be reassigned--no refunds will be made. Upon cancellation of space, up to three months prior to show opening, 2/3 payment will be refunded. From three months to 46 days before opening, 1/2 will be refunded. During the last 45 days before show opening, no refunds will be made for any reason.

2. COMPLIANCE WITH LAWS AND REGULATIONS

Exhibitor agrees to obey all laws, ordinances and regulations governing the use of INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL and to abide by the rules and regulations of the City Fire and Police Departments, and such other public officials whose duties may regulate exhibits.

All decorative materials used in displays must meet the flame-proofing regulations of the Fire Department. No tacks, nails or screws may be driven into the walls or floors of INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL. No tape, adhesives or pressure-sensitive stickers may be placed on INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL walls or pillars. No signs may be taped to walls. No sticker, pressure adhesive, etc., or helium balloons may be distributed.

The playing, performing or other use of any copyrighted music in television or radio transmission, video-tape, audiovisual material, or any other work, whether live or recorded, by exhibitor or agents, representatives or employees is expressly prohibited. Exhibitor agrees to indemnify the INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL and CE Enterprises LLC (and their respective officers, directors, owners, employees, insurers, agents, representatives and assigns) against any and all claims and costs of defense, or fees paid by CE ENTERPRISES LLC arising from any unauthorized use of any work by exhibitor or any of its agents, representatives or employees.

Exhibitors cannot distribute food, including popcorn, and beverages in INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL unless approval has been obtained from GREAT INDY PET EXPO management.

Failure to comply with any show regulations may result in exhibitor not being invited to participate in future shows.

3. BOOTH CONSTRUCTION AND EQUIPMENT

The GREAT INDY PET EXPO will provide an exhibitor identification sign and number for each exhibit space and where applicable 8-foot back drapes and 3-foot side drapes. Exhibits shall be arranged so as not to obstruct the general view nor hide the exhibits of others. No signs, apparatus, construction, etc. may extend more than 8 feet above the floor in the exhibitor booth space. The exhibit may extend forward four feet from the rear wall at the 8-foot height, but further extension must be limited to a 3-foot height.

Deviations from the 8 x 3 regulations as outlined above may be permitted with GREAT INDY PET EXPO management approval in cases where exhibit space constitutes a 4-booth (or more) island.

With prior approval of GREAT INDY PET EXPO management, exhibitors with a 4-booth (or more) island may hang a banner/sign with company name and/or logo to a maximum height of 16 feet. The banner/sign may not be used to advertise sales, products or services and must be set away from the back of the booth at a distance equal to at least 25% of the booth width.

The Exhibitor must finish or drape the back of unfinished or unsightly structures at his/her own expense. No homemade signs may be displayed. All tables must be professionally skirted.

Exhibitors obtain electricity, gas, water and special cleaning service for their booths at their expense.

4. USE OF SPACE AND AISLES

Nothing may be stored behind back wall drapes. All aisles must be kept clear. Interviews, demonstrations and distribution of literature must be done inside the exhibitor booth space.

Aisles will be cleaned each day by INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL personnel. Exhibitors must keep their own booth space clean and vacuumed.

Exhibits must be attended during all show hours. No loud speakers will be allowed on the exhibit floor. Small sound amplification systems may be used, but the sound must be inoffensive to neighboring exhibitors.

The exhibitor may not assign this contract nor permit any other company to share his/her exhibit space without written permission from GREAT INDY PET EXPO management. No company can exhibit, pass out literature or put up a sign unless he has a contract for space with the GREAT INDY PET EXPO.

5. PRICE LIST

Advertisement, exhibit, or promotion may include prices but shall not make price comparisons with competitive products.

6. REJECTION OF APPLICANTS AND EXHIBITORS

The GREAT INDY PET EXPO management reserves the right to reject any applicant for space at any time and reserves the right to regain possession of any space by refunding to the applicant or exhibitor the amount he/she has paid for said space.

7. CHANGES IN BOOTH LOCATION

The GREAT INDY PET EXPO management reserves the right to make such booth changes as it deems absolutely necessary for the good of the show.

8. LIABILITY INSURANCE

Exhibitor is held responsible to insure his/her own exhibit, personnel, display and materials from any damage or loss through theft, fire, accident or other cause. Exhibitor is charged to maintain liability insurance with respect to both property damage and personal injury, doing business with companies of sound responsibility authorized to do business in the state of Indiana. **Insurance certificate must be provided.**

Security guards will be on hand during the show and move-in and move-out periods, and GREAT INDY PET EXPO management and INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL personnel will take all reasonable precautions to safeguard exhibitor property; however, neither GREAT INDY PET EXPO management nor INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL will assume liability for loss or damage, through any cause, of equipment, products, goods, exhibits or other materials owned, rented or leased by exhibitor. The exhibitor shall indemnify CE ENTERPRISES LLC, GREAT INDY PET EXPO management and INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL, and hold them harmless from, any complaints, suits or liabilities resulting from negligence of the exhibitor in connection with the exhibitors use of exhibit space.

Exhibitors are responsible for damage they cause to INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL walls and floors, including labor charges to remove stains and adhesives from the walls or floors. Exhibitors will be billed for such damage with the dollar amount determined by INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL.

9. CANCELLATION OF SHOW

If INDIANA STATE FAIRGROUNDS TOYOTA EXPO HALL should be destroyed by fire or if a strike makes it impossible for GREAT INDY PET EXPO management to permit an exhibitor to occupy the premises, the exhibitor shall pay for the space only for the period in which the space was occupied. CE ENTERPRISES LLC is released from any and all claims which might arise in consequence thereof.

If any other event or circumstance not caused by GREAT INDY PET EXPO management prevents an exhibitor from erecting or staffing his exhibitor for all or any part of the show period, the contractual responsibility between the exhibitor and CE ENTERPRISES LLC shall be considered to be satisfied and there shall be no refund to the exhibitor.