

# Rocky Mountain Quilt Festival

## Contract For Exhibit Space

See our Web site, [www.rmquf.net](http://www.rmquf.net),  
for complete rules & regulations.

Company Name: (please print) \_\_\_\_\_

Person in charge of exhibit details: \_\_\_\_\_

Company Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Prov: \_\_\_\_\_ Zip/PC: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

Products or services to be exhibited: \_\_\_\_\_

### Loveland, Colorado

**The Ranch/First National Bank Exhibition Hall - North & South**

**August 19 - 21, 2011 (Friday, Saturday & Sunday)**

**Show Hours: Friday & Saturday 10 a.m. - 5 p.m. • Sunday 10 a.m. - 4 p.m.**

Please check below your requested booth size. Sign and Return this contract with the required payment.

BOOTH COST	
Booth Dimensions	Booth Price
<input type="checkbox"/> 10' x 10'	\$ 425
<input type="checkbox"/> Additional 10' x 10' (each)	\$ 385
<input type="checkbox"/> 10' x 15'	\$ 640
Booth size needed _____	
8 ft side @ \$10 each side (\$20 per booth)	\$ _____
Electric @ \$30 per exhibitor	\$ _____
<b>TOTAL BOOTH COST</b>	\$ _____
PAYMENT ENCLOSED	\$ _____
<b>BALANCE DUE</b>	\$ _____
<b>DOOR PRIZES</b>	
<input type="checkbox"/> Yes We will provide door prize(s)	
List item(s): _____	
_____	
_____	

**BOOTH INFORMATION 50% DEPOSIT WITH CONTRACT**  
In general, exhibit booths are assigned in the order selections are received. Companies reserving a large number of exhibit booths will be given first priority.

**BOOTH SPACE WILL NOT BE CONFIRMED WITHOUT A SIGNED CONTRACT AND PAYMENT IN FULL.**

1. No exhibitor shall be permitted to erect an exhibit without having made full remittance of space rental fee.
2. Exhibit booth personnel shall wear an identification badge at all times when on the floor.
3. No refunds for cancellations for any reason.

**BOOTH PACKAGE/SPECIAL ITEMS**

1. Booth rental includes:  
8' **unskirted** table, 2 chairs, I.D. sign,
2. All booths have 8' backs and 3' sides.
3. Electric is NOT included.  
FYI: Electric - \$30 per booth

**All tables MUST be covered. You may supply your own fire retardent covering.**

**NO SPACE WILL BE ASSIGNED WITHOUT PAYMENT**

**EXHIBITOR: Agrees to all the TERMS & CONDITIONS of this contract**

VISA       MasterCard       AMX

Card# \_\_\_\_\_

Exp. Date: \_\_\_\_\_ \*CID#: \_\_\_\_\_ \$ \_\_\_\_\_

*\*Security code CID--3 or 4 digit codes on front or back of card.*

Signature Of Cardholder: \_\_\_\_\_

Address of Cardholder if different than above: \_\_\_\_\_

**MAKE CHECK PAYABLE TO  
CD MANAGEMENT**  
2724 2nd. Ave.,  
Des Moines, IA 50313  
800-473-9464 • Fax: 515-282-4483  
E-mail: [info@cdmshows.com](mailto:info@cdmshows.com)  
[www.rockymountainquiltfestival.com](http://www.rockymountainquiltfestival.com)

# Exhibit Rules & Regulations Rocky Mountain Quilt Festival - August 19-21, 2011

The rules and regulations of CD Management, hereinafter known as Show Management and those of The Ranch Latimer County Fairgrounds and Events Center, hereinafter known as Convention Center, govern exhibits, displays and presentations to be held at The Ranch Events Complex, Loveland, CO August 19 – 21, 2011.

YOUR CONTACT FOR ANY QUESTIONS WILL BE:

CD Management  
2724 2<sup>nd</sup> Ave., Des Moines, IA 50313  
Phone: (515) 282-9101 or (800) 367-5651  
Fax: (515) 282-4483

**1. LIABILITY.** By agreeing to exhibit, the Exhibitor agrees to protect, save and hold the Show Management and the Convention Center and all agents and employees thereof forever harmless for any damages or charges imposed for violations of any law ordinance, whether occasioned by the negligence of the Exhibitor or those holding under the Exhibitor, as well as, strictly comply with the applicable terms and conditions contained in the agreement between the Convention Center and the Show Management regarding the exhibition premises; and further, Exhibitor shall at all times protect, save and hold harmless the Show Management and the Convention Center against and from any and all losses, costs (including attorney fees), damage, liability, or expense arising from, or out of or by reason of any accident or bodily injury or by reason of said Exhibitor's occupancy and the use of the Exhibition premises or part thereof.

The Show Management and the Convention Center cannot assume responsibility for the safety of property of the Exhibitor, its officers, agents or employees from theft, damage by fire, accident, other causes, but will use all reasonable care to protect them against such loss. **IN ALL CASES, VENDORS MUST INSURE THEIR PROPERTY AT THEIR OWN EXPENSE. IT IS RECOMMENDED THAT ALL VENDORS HAVE REPRESENTATIVES IN ATTENDANCE AT ALL TIMES WHEN THE EXHIBITS ARE OPEN AND WHEN EXHIBITS ARE BEING SET UP OR DISMANTLED, TO PROTECT THEM AGAINST LOSS.** The Exhibitor will obtain and pay for public liability and property damage insurance in respect of the Premises which contains:

1. Coverage for personal injury;
2. Coverage for property damage;
3. Coverage for economic loss;
4. Acknowledgement of the existence of this Contract; and
5. A cross-liability clause

**2. ADMISSION POLICY - EXHIBITOR PERSONNEL.** Admittance badges may be requested only for personnel in your employ that will staff your exhibit booth. All persons attending the convention must be registered. Should any exhibitor fraudulently register, as being a representative of his or her firm, any individual or individuals who are not actually connected with their firm, Show Management reserves the right to cancel the privileges extended without liability or obligation to the exhibitor. **Badges are restricted to official registrants: Exhibitors, Conference Participants and invited guests of Show Management.**

**3. FAILURE TO COMPLY.** If the Exhibitor or Booth Occupant fails to install a product or display in the assigned space, or fails to man the space, or fails to pay the rent, or fails to comply with any other provision of this agreement, the Show Management shall have the right without notice to the Occupant to take possession of said space and lease said space or any part thereof to such parties and upon such terms and conditions as it may deem proper, and the Occupant agrees to pay any deficiency or any other loss or damage suffered by the Show Management resulting from such failure to comply.

**4. SUBLEASE OR SHARED SPACE.** The Exhibit Occupant will not assign or sublet assigned space or any part thereof without prior written consent of the Show Management, and agrees that

no sign, placard or names shall be placed in or about the space herein leased or upon the printed list of Occupants or Directory of the Exposition, except such as identify the Occupant or his product or products, that no products or services other than his own will be displayed in said space without the prior written consent of the Show Management, and that all displays, shall be subject to the approval of the Show Management.

**5. MANAGEMENT.** Should it be deemed advisable to transfer the management of the Conference or any part of it to a separate corporation set up by the Management for that purpose, the Management reserves the right to assign this agreement to such corporation.

**6. RULES.** The Management shall make rules and regulations and amend the same from time to time, and shall have exclusive final determination in the matter of the interpretation and enforcement of all such rules, regulations and amendments. Every agreement and representation must be in writing and signed by the Show Management to be binding, and this agreement cannot be altered, modified or cancelled by the Exhibit Occupant without the written consent of the Show Management.

**7. EXHIBITS.** If deemed necessary for best interest of the show, Show Management reserves the right to move exhibits at its discretion, prior to show and with or without the exhibitors' knowledge.

**8. BILL OF RIGHTS FOR FELLOW EXHIBITORS.** No exhibit should be set up so its arrangement or manner of presentation will obstruct or interfere with the general view or rights of any other displays. No exhibit shall extend beyond the official floor plan dimensions or into an aisle. Verbal announcements, phonograph or tape recording, radios, closed circuit or videotape TV, sound-slide presentations, motion pictures, or other attention-getting devices are prohibited if objectionable to adjacent Exhibitors. Approval from the Show Management should be obtained in advance in order to avoid disappointment.

**9. INSTALLATION OF EXHIBITS.** Exhibits may be installed after Noon Thursday Aug. 18, 2011. All materials must be in place on Friday, Aug. 19, at 9:00 a.m. in readiness for opening of exhibits. (Setup & Exhibit time subject to change.)

## **10. SALES TAX (When applicable)**

**MUST BE COLLECTED ON ITEMS SOLD. Sellers Must Have A valid state resale license. All Sales Tax Collected MUST be paid to the applicable state.** Floor selling or soliciting is prohibited except from booths. Any violator, not renting a booth will be ordered to vacate the premises immediately as within the judgment of Show Management.

## **11. FLAMMABLE MATERIALS**

No combustible decorations or drape material shall be used. All materials must be flame proof, as directed by state fire ordinance. Exhibitor hereby agrees to accept full responsibility for all and full compliance with National, State and City regulations in the provision and maintenance of adequate safety devices and condition for operation. **PROHIBITED ARE:** Balloons, Gas, Oder Bearing Products, Hazardous Chemicals, Paint & Spray Cans.

**12. RIGHT TO PRIVACY.** Cameras, audio and video recording equipment are prohibited in exhibition area, unless given exclusive permission by the Show Management.

**13. FORCE MAJEURE.** Show Management shall not be held responsible for any loss, damage, or delay due to strikes, lockouts, Acts of God, governmental restriction, enemy action, civil commotion, unavoidable casualty or other causes similar or dissimilar, beyond the control of the Show Management.

**14. EXHIBIT PAYMENT.** Full payment of the total booth rental fee (non-refundable) must accompany a signed contract to hold any space. Anyone with balances overdue by 30 days on their account will not be allowed to exhibit until all balances are paid in full.

