



This Space For SAJE Events, Inc. Office Use			
Booth Assignment: _____	Visa, MC Auth. Code: _____		
Deposit \$ _____	Date _____	_____	
Balance \$ _____	Date _____	Amt. _____	Date _____
Exhibitor Kit Sent Date _____	Amt. _____		Date _____
Paid in Full? Yes _____ No _____			

**CONTRACT FOR EXHIBIT SPACE**

COMPANY \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ E-MAIL \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

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

WEB PAGE ADDRESS \_\_\_\_\_

Reserve the following space for our use at the **Northeast Wisconsin Sport Fishin' Show**, March 3, 4 & 5, 2017.

EXHIBIT SPACE NUMBER(S): 1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

Bulk Space \_\_\_\_\_ sq. Feet (Call for Quote)

ITEMS TO BE EXHIBITED: \_\_\_\_\_

TOTAL COST OF SPACE RESERVED (\$475 per 10' X 10', \$525 corners) . . . . \$ \_\_\_\_\_ . \_\_\_\_\_

DEPOSIT (50% due with contract) . . . . . \$ \_\_\_\_\_ . \_\_\_\_\_

BALANCE (due 30 days prior to show) . . . . . \$ \_\_\_\_\_ . \_\_\_\_\_

Master Card/Visa # \_\_\_\_\_ Exp. Date \_\_\_\_\_

3 digit security code \_\_\_\_\_

**AGREEMENT:** In applying for exhibit space we agree to exhibit and comply with the rules and regulations printed on the back of this contract, which rules and regulations are by reference made a part of this contract. It is understood and agreed by applicants that this entire document constitutes a contract between applicant and Saje Events, Inc. (hereinafter referred to as Promoter.) Acceptance of money by Promoter under this contract is not binding upon Promoter if said money is returned. Promoter reserves the right to alter any published floor plan when it is considered by the Promoter to be in the best interests of the show.

**CANCELLATION PROVISIONS:** Cancellation by exhibitor 90 or more days prior to show - 100% refund; 60 to 90 days prior to show - 50% refund; 30 to 60 days prior to show - no refund.

SIGNED for exhibitor by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**RETURN THIS CONTRACT AND DEPOSIT TO:**  
**SAJE EVENTS, INC.**  
 598 Borvan Avenue  
 Green Bay, WI 54304  
 (Checks payable to Saje Events, Inc.)

**NOTE:** Retain a photocopy of both sides of this contract for your records. Notification of booth assignment will be included in an exhibitors' kit which will be mailed to you after processing the contract.

**INSTALLATION OF EXHIBITS** may begin at the time designated by Saje Events, Inc. (*No exhibits or exhibit material may be removed prior to the closing of the show on the last day.*)

**USE OF SPACE** – All demonstrations or other sales activities must be confined to the limits of the exhibit booth or display area. No exhibitor shall assign, sublet, or share the space allowed without the knowledge and consent of management. Exhibitors must show only goods manufactured or dealt in by them in the regular course of business.

The standard booth equipment will consist of an 8 foot high back wall with uprights and stanchions with division rails 30 inches high. Exhibits should be planned to fit within this space. *No exhibit material may be placed at the sides of the exhibit space which will block off the view of neighboring exhibits.* Any visible, unfinished framework shall be draped or otherwise finished by the exhibitor. Bulk space exhibits or island type areas shall not be considered a standard booth and will not include a standard booth setup.

Distribution of circulars or promotion material may be made only within the space assigned to the exhibitor presenting such material.

No firm or organization not assigned space in the exhibit will be permitted to solicit business within the exhibit or convention area.

The exhibitor is charged with the knowledge of national, state and local restrictions on any merchandising, advertising or promotional scheme which involves attracting visitors to an exhibitor's location by any inducement which might be considered a lottery. Saje Events, Inc. does not accept any responsibility for any promotional schemes undertaken by the exhibitor.

**LIABILITY AND INSURANCE** – Neither Saje Events, Inc., nor the sponsors, nor the service contractor, nor the management of the show facility, nor any office and or staff member of the above will be responsible for the safety of the property of exhibitors from theft, strikes, damages by fire, water, storm, vandalism or other causes.

Exhibitors are required to carry liability insurance against injury to the person and property of others and advised to carry floater insurance to cover exhibit material against damage and loss. The exhibitor is charged with knowledge of all local laws, ordinances, and regulations pertaining to health, fire prevention and public safety while participating in this show. Compliance with such laws is mandatory for all exhibitors and the sole responsibility is that of the exhibitor.

**FIRE PREVENTION** – All booth decorations must be flame-proofed, and all hangings must clear the floor. Electrical wiring must conform with National Electric Code Safety Rules. If inspection indicates that any exhibitor has neglected to comply with these regulations, or otherwise incurs a fire hazard, the right is reserved to cancel all or such part of his exhibit as may be irregular.

**STORAGE OF PACKING BOXES AND CRATES** – Exhibitors will not be permitted to store empty packing boxes or crates in booths during the exhibit period.

**CARE OF BUILDING AND EQUIPMENT** – Exhibitors or their agents shall not injure or deface the walls, ceiling or floors of the building, the booths, or the equipment of the booths. When such damage occurs, the exhibitor is liable to the owner of the property damaged.

**RESTRICTIONS IN OPERATIONS OF EXHIBITS** – The management reserves the right to restrict exhibits which, because of noise, method of operation, materials, or for any reason, become objectionable, and also to prohibit or to evict any exhibit which in the opinion of the management may detract from the general character of the exhibit as a whole. This reservation includes persons, things, conduct, printed matter, or anything of a character which the management determines is objectionable to the exhibit. In the event of such restriction or eviction, Saje Events, Inc. is not liable for refunds or rentals or other exhibit expense. All reservation deposit money to be retained by Saje Events, Inc. in the event exhibitor fails to fulfill contract.

**IN THE EVENT** the show is not held for any reason, the rental and lease space to the exhibitor shall be cancelled and terminated upon the return of the deposit or rental paid by exhibitor for space in the area or building for this specific event. Return of money will terminate any liability upon Saje Events, Inc.

**These regulations become a part of the contract between the exhibitor and Saje Events, Inc. and have been formulated for the best interests of all concerned. The management respectfully asks for full cooperation of the exhibitors in their observance. All points not covered are subjected to the decision of the management of Saje Events, Inc.**

**SAJE EVENTS, INC.**  
598 Borvan Avenue  
Green Bay, WI 54304