



The Home Expo 2018
January 25 – 28, 2018
CONTRACT FOR EXHIBIT SPACE

Booth number(s) assigned :

This Agreement is made between the undersigned exhibitor (“Exhibitor”) and the Brown County Home Builders Association (“BCHBA”). Exhibitor agrees to rent exhibit space, subject to the terms and conditions of this Agreement, the terms in **The Home Expo Rules** which are made part of this Agreement by reference and which rules may be reasonably amended by BCHBA from time to time, the terms of setup and takedown and any other regulations which are noticed to Exhibitor prior to **The Home Expo 2018**. BCHBA agrees that if this contract is accepted by BCHBA, space will be made available as described on the official floor plan, at **The Home Expo** to be held at the KI Convention Center (“Center”), Green Bay, Wisconsin, **January 25 - 28, 2018**. **The Home Expo** hours are Thursday, January 25th, **3 p.m. - 8 p.m.**, Friday, January 26th, **3 p.m. – 8 p.m.**, Saturday, January 27th, **10 a.m. – 6 p.m.**, and Sunday, January 28th, **10 a.m. – 4 p.m.**

To ensure correct spelling on programs, etc., print or type the following information:

Exhibitor (Company Name):

Mailing Address:

City/State/ZIP:

Telephone:

Fax:

Email (required): _____

Expo Representative Name: _____

Phone: _____

Exhibitor agrees that the representative named herein is authorized to represent Exhibitor in all matters pertaining to **The Home Expo** and may be the person whose name is used on all future BCHBA mailings pertaining to **The Home Expo**.

Exhibit Space: Exhibitor acknowledges and understands that Exhibitor will be entitled to exhibit space only if such Exhibitor is determined to be eligible for participation and if this Agreement is executed by BCHBA.

Description of Exhibit: Describe below **ALL** products/services, **include brand names**, to be promoted. (Attach additional pages if necessary). **Completion of this section is mandatory, and Exhibitor agrees that promotion of products or services not specifically described herein shall constitute a breach of this Agreement. You must be a registered vendor or licensee of your product.**

Payment with the executed contract must be received by October 6, 2017 or Exhibitor shall forfeit his/her booth space.

Booth Prices: Check one of the options listed below. Booth price will be based on membership as defined in **The Home Expo Rules**. The parties hereto agree that the prices listed herein do not include service orders -- see below.

_____ BCHBA Member price is **\$518.00 per 10’ x 10’ booth and \$543.00 per 10’ x 10’ corner booth.** # of Booths _____
(After December 1, 2017 booth rates increase \$100)

_____ Non-member price is **\$818.00 per 10’ x 10’ booth and \$843.00 per 10’ x 10’ corner booth.** # of Booths _____
(After December 1, 2017 booth rates increase \$100)

Payment Options:

- #1. \$100 Deposit with contract – invoice monthly with final balance in full by December 15, 2017. _____
- #2. \$100 Deposit with automatic monthly payment plan via credit card. _____
- #3. Payment in full with contract for a total amount of \$ _____.

Service Orders: Exhibitor acknowledges that Exhibitor must make advance requests for service orders (electricity, and material needs) from Green Bay Exposition Services, Inc. through the BCHBA at rates set by the management of such company. Exhibitor acknowledges that BCHBA has no liability or responsibility whatsoever for services provided by the Center/Company. Orders placed onsite will be handled directly by the providers.

Limitations: In addition to the requirements of this Agreement and the Rules of *The Home Expo*, Exhibitor shall be bound by and shall comply with all governmental laws, rules and regulations applicable to Exhibitor, *The Home Expo*, the Center, and all rules adopted by the management of the Center, as all of the foregoing may be reasonably amended from time to time.

BCHBA shall have the right, without notice, to waive or extend any deadline or time limit, and to waive any other right, which it may have under this Agreement. Any waiver of, or failure to enforce, any right of the BCHBA under this Agreement in any instance shall not waive or affect the right of the BCHBA to enforce that right in other instances.

The laws of Wisconsin shall govern this Agreement. If any provision of this Agreement shall be found to be invalid by any court of proper jurisdiction, the remainder of this Agreement should remain in full force and effect as if that provision had not been included in this Agreement.

This Agreement shall not be final until signed by both Exhibitor and BCHBA, but when so signed will constitute a binding contract between the parties. Exhibitor should not assume that a request for exhibit space has been accepted until Exhibitor has received a signed copy of this contract from BCHBA with assigned booth numbers specified.

CANCELLATIONS: A cancellation fee of \$225.00 per booth for members and \$425.00 per booth for non-members will be charged on all cancellations. A refund of the balance paid will only be available for exhibitors to whom BCHBA has received written notification from the authorized representative no later than October 6, 2017. Cancellations received by the BCHBA after October 6, 2017 shall not be eligible for a refund. The booth space for all cancellations becomes the property of the BCHBA.

Exhibitor understands that they should not sign this Agreement until they have read this Agreement, *The Home Expo* Rules and The Fine Schedule, which by reference, are a part of this contract. _____ (initial)

The BCHBA also reserves the right to cancel *The Home Expo* should market conditions arise other than those stated in *The Home Expo* Rules (Cancellations/Failure to occupy space - Section IX, C) that would be in the best interest of the event, the BCHBA and its members. Such cancellation shall create no liability by BCHBA and only under these circumstances would a full refund of monies paid to BCHBA be refunded. In addition, the BCHBA reserves the right to modify show hours in the event the Green Bay Packers play in the NFC Championship game. Suggestions on implementing modified hours will be accepted in writing with the return of your contract.

BY SIGNING THIS AGREEMENT, THE UNDERSIGNED ACKNOWLEDGES RECEIPT OF **THE HOME EXPO** RULES AND AGREES TO BE BOUND BY TERMS OF THIS AGREEMENT, THE RULES AND REGULATIONS, ANY SETUP AND TAKEDOWN PROCEDURES, AND ANY OTHER REGULATIONS ESTABLISHED AND NOTICED PRIOR TO **THE HOME EXPO**.

EXPENSES AND ATTORNEYS' FEES: IN CASE OF DEFAULT, WHETHER ABATED OR NOT, EXHIBITOR AGREES TO PAY ALL COSTS INCURRED BY BCHBA IN ENFORCING THIS AGREEMENT, BEFORE AND AFTER JUDGMENT, INCLUDING, TO THE EXTENT NOT PROHIBITED BY LAW, REASONABLE ATTORNEYS' FEES.

EXHIBITOR SHOULD SIGN AND RETURN THIS AGREEMENT WITH A CHECK MADE PAYABLE TO **BROWN COUNTY HOME BUILDERS ASSOCIATION**.

Authorized Signature

Contract approved by BCHBA

Date

Date

Signer's title (please type/print)

Signer's name (please type/print)

**Return this signed original (pages 1 & 2) to:
Brown County Home Builders Association
PO Box 13194
Green Bay, WI 54307-3194**

For BCHBA USE ONLY
Payment Rec'd

Check #

Amount \$
