



Exhibitor Contract: UTV Rally Mormon Lake

Exhibitor Name:	Contact Name:
Street Address:	Contact Title:
City, State, Zip:	Office Number:
Website:	Cell Number:
Email:	Fax Number:

This license agreement is hereby submitted to exhibit at the May 4th, 5th, 6th, 2017 UTV Rally Mormon Lake presented by Rugged Radios, at Mormon Lake Lodge, Arizona. Send this agreement and payment to: AZ Expos, Inc., PO Box 6146, Chandler, AZ 85246-6146 (here within AZ Expos).

Restricted Products: Restricted products include, but are not limited to, literature, graphic displays, clothing, and/or promotional items which are pornographic, racist, sexist, or contain nudity. No illegal goods or selling of weapons is allowed. All items are subject to review by the Expo Staff and all decisions must be respected.

Insurance: All Exhibitors MUST provide a Certificate of Liability Insurance to Show Management by April 15th, 2017. See Exhibitor Package for Details. Exhibitors will not be allowed to move-in without this document.

Exhibit Booth: Exhibit fees include space rental, exhibit badges, and vendor parking. In addition, there will be NO subletting of booths. Each company is required to have a Contract & Certificate of Insurance before they will be allowed to setup. Requests can be submitted to have booths next to one another but are not guaranteed.

50% deposit of total balance due is required with signed contract to hold space. Remaining balance is due by April 1st, 2017 to guarantee space. Contracts and/or payments submitted after April 1st, 2017 must include full payment and be in the form of a credit card, certified check, cashier's check, or money order to secure space.

Payment Information: The fee reflects payment by cash, check, or bank wire transfer. Credit Card payments are subject to 3% surcharge. A \$25 fee will be added to account for all bank returned checks.

Cancellations/Refunds: All booth cancellations and/or changes must be submitted in writing. No refunds are granted within 30 calendar days of the show. If Exhibitor cancels within 30 calendar days of the event, or if the Exhibitor fails to actually occupy the assigned booth space Exhibitor is responsible for any and all monies due at the time cancellation is received. Exhibitor shall remain liable for the full balance due under these terms, and be responsible for any and all costs associated with the collection of such including, but not limited to collection costs, reasonable attorney fees, court costs, and interest.

EXHIBITOR CONTRACT – 2017 Arizona Expos Show Series

Phone Number: (480) 899-6458 ~ Fax: (480) 782-1774 ~ Email: sales@arizonaexpos.com



**In the event of a natural disaster, fire, rain, wind, storm, extreme heat, or any other unforeseen event, act of god, or catastrophe AZ Expos, Inc. is not in obligation to refund any part of vendor or sponsorship monies. Exhibitor accepts the risks of participating at an outdoor event.*

Products Displayed: Companies displaying products or any material which we determine, in our discretion, to be inappropriate, including but not limited to, materials that are offensive, disparaging, discriminatory, and/or racist may be asked to remove the products or their exhibit.

No products of any nature may be sold with any of the said event, copyright material, logos, trademarks, or AZ Expo events names or dates on them. Exhibitors with such products and their exhibits will be removed from the Expo and Exhibitor will forfeit their booth payment and will not be allowed back into the show, nor allowed to exhibit at future shows.

Sponsors: URML Sponsors are not responsible nor have an authoritative figure at the URML. Sponsors have no say or legal merit in any activities taking place prior to, at, during, or after the AZ Expos event. URML Sponsors are responsible for activities at their exhibit location(s) only.

Acceptance: Exhibitor has read the terms & conditions of this Contract and the Exhibitor Terms & Guidelines. Exhibitor understands that this Contract shall be legally binding between AZ Expos, Inc. and the Exhibitor only upon acceptance in writing by AZ Expos, Inc. Exhibitor also understands that any changes in the information in this Contract must be provided to AZ Expos, Inc. in writing. This Contract may be executed in counterparts with all such counterparts constituting one Agreement. Person signing this Agreement is an authorized person of the Company and able to execute this Agreement on the Company's behalf. This Agreement may be executed and delivered by facsimile and a facsimile signature shall be treated as an original.

Exhibitor understands that early tear-down and move-out voids Exhibitors option for renewal for any future AZ Expos, Inc. event.

Failure of the Exhibitor to set-up within specified Set-Up Hours, automatically forfeits their exhibit space. Exhibitors must be set up 1 hour prior to show opening.

Exhibitor understands that the Promoter has sole discretion regarding all aspects of the show; including but not limited to booth assignments, location, show hours, and/or other related decisions the Promoter deems necessary and in the best interest of the show.

ALWAYS READ BEFORE SIGNING

Booth Rate (Per Expo Management): _____

Booth Size: _____

Print Name: _____

Sign Name: _____

Date: _____

EXHIBITOR BADGES - 2017 Arizona Expos Show Series

Phone Number: (480) 899-6458 ~ Fax: (480) 782-1774 ~ Email: sales@arizonaexpos.com



EXHIBITOR BADGES

Please provide the name of each person that will require an exhibitor badge and wristband. These are to be provided to **WORKING EXHIBITOR STAFF**. The number of badges are determined by booth size. You may request up to 4 additional badges and wristband @ \$10.00 each. Payment for additional badges must be made by check or credit card only and must be sent with this form by the deadline.

IF YOU WISH TO PURCHASE BADGES AT THE SHOW, THEY WILL BE AVAILABLE FOR \$15 EACH.

Badges and wristbands will be distributed at the show office during check in. Please have your ID ready when collecting your badges.

Exhibitor Name:

BOOTH SIZE	NUMBER OF BADGES
10X10, 10X20	2
10X30, 10X40 20X20	4
20X30, 20X40	6
20X50 OR LARGER	8

Name of Booth Personal (Print First & Last Name)

1.
2.
3.
4.
5.
6.
7.
8.

Additional Requested Badges (\$10 Each, Maximum 4)

1.
2.
3.
4.

NO ONE WILL BE ALLOWED ON SHOW GROUNDS BEFORE OR AFTER SHOW HOURS WITHOUT AN EXHIBITOR BADGE / WRISTBAND.

Badge and Wristband must be worn at all times after start of the show. Badges & Wristbands are property of show management and are non-transferable.

If you have questions, please call us at: 480-899-6458

Arizona Expos
Tel 480.899.6458 ~ Fax 480.782.1774
PO Box 6146 Chandler, Arizona 85246-6146



ARIZONA DEPARTMENT OF REVENUE

Transaction Privilege Tax Licenses are **REQUIRED** if selling within the state of Arizona.

Arizona Department of Revenue

1600 W Monroe, Div Code 16, Phoenix, AZ 85077

602-716-6438

For information about the needed Transaction Privilege License, visit <https://www.azdor.gov>.

- Make checks payable to the 'Arizona Department of Revenue'.
- Send all Payments to the above listed address.
- Direct all questions concerning the state licensing to Michelle Holman at the Department of Revenue.
- Exhibitors already licensed in the State of Arizona should have a copy of their license available at the event in case a representative from the Department of Revenue stops by.

EXHIBITOR RULES

Mormon Lake Lodge requires the following rules be adhered when using the facility and grounds. AZ Expos, Inc. and Mormon Lake Lodge personnel will enforce these rules as necessary.

Thank you in advance for your cooperation!

Vehicles used for display inside exhibitor booths may be driven in the facility during setup and driven out during tear down **ONLY**, per Mormon Lake Lodge.

All vehicles on display **MUST** have at least one battery cable disconnected, taped gas cap, and an oil pan under the vehicle, per Mormon Lake Lodge.

NO FLAMMABLE LIQUIDS are allowed without a permit issued, per Mormon Lake Lodge.

Exhibitors selling products that cannot be carried out by a customer must make alternate arrangements for product delivery. Large items and / or vehicles sold during the course of the expo cannot be removed from the expo until after the close of the show at 4pm on Sunday, per Mormon Lake Lodge & Arizona Expos.

Please Note: Vendors should inform Show Management of High Dollar Sales. A receipt must be show or item must be escorted by the vendor before the consumer will be allowed from the premises. This helps prevent and reduce theft.

All exhibitors must comply with the rules from Mormon Lake Lodge and the instructions of Show Management. Exhibitors, their representatives, and / or guests not conducting themselves in a professional manner may be asked to leave the venue, forfeit all monies, and may not be invited to future Arizona Expos, Inc. Shows.

Noise level must be kept at a reasonable volume as deemed by show management.

Campfires will be regulated by BLM and Mormon Lake Lodge. AZ Expos will have no Authority on this matter.

Exhibitor Badges & Wristbands **MUST** be worn at all times during show hours. Cut or Removed wristbands can be replaced for \$10.



CERTIFICATE OF INSURANCE

All exhibitors are required to carry a Certificate of Liability and provide show management with a copy prior to move in. This may be obtained through your insurance provider.

The Certificate of Liability **MUST** include the following:

- Name & Address of the Insurance Broker issuing the certificate.
- Show Dates must fall within the effective and expiration dates of the policy (May 4th – May 7th, 2017)
- Coverage must be at least \$1,000,000.
- Description of the Event and where it's held:
 - Dates of the Event (May 4th – May 7th, 2017).
 - UTV Rally: Northland.
 - Mormon Lake Lodge.
- The following must be listed as 'Additional Insured Endorsement':
 - Arizona Expos.
 - P.O Box 6146, Chandler, AZ, 85246
 - Company of the Americas, Inc. / COA Inc.
 - P.O Box 6146, Chandler, AZ, 85246
 - Mormon Lake Lodge
 - 1991 Mormon Lake Rd, Mormon Lake, AZ 86038

CERTIFICATE OF INSURANCE MUST BE RECEIVED NO LATER THAN APRIL 15th, 2017.

Send Certificate of Insurance too:

Email: sales@arizonaexpos.com

Fax: 480-782-1774

Address: PO Box 6146, Chandler, AZ 85246

If you need to purchase insurance for the event, Rain Protection is available via the link below or contact them for more information at 800-528-7975.

[Click Here for Rain Protection Information](#)

NO SETUP OR PARTICIPATION WITHOUT RECEIVING THE CERTIFICATE OF LIABILITY



MOVE-IN / MOVE OUT TIMES & SHOW SCHEDULE

Thursday (May 4th, 2017)

General Exhibitor Move In & Setup 11:00am – 8:00pm

Friday (May 5th, 2017)

UTV Rally: Northland Show Hours 10:00am – 6:00pm

Saturday (May 6th, 2017)

UTV Rally: Northland Show Hours 10:00am – 4:00pm

Sunday (May 7th, 2017)

Exhibitor Move Out All Day

**ALL VENDORS MUST CHECK IN BEFORE YOU WILL BE ALLOWED TO SETUP.
VEHICLES WILL BE INSPECTED UPON CHECK IN.**