

Debbie Todd
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P.O. Box 1092
Madisonville, KY 42431
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HOME GARDEN & OUTDOOR LIVING SHOW

Dear Business Owner/Manager:

We would like to invite you to participate in the 26th annual Home, Garden & Outdoor Living Show, sponsored by the Hopkins County Home Builders Association, on **April 21 & 22, 2017** in Madisonville Kentucky, located at the Ballard Convention Center/Hopkins County Fairgrounds.

Last year's crowd was the best we have seen in several years with over 1,200 people attending from at least 5 states. And, the feedback from our 2016 vendors was fantastic with many gaining new customers and making serious leads.

Your customers will be looking for you at the 26th Annual Home, Garden & Outdoor Living Show so send in your reservation today! Reservations will be made on a first come, first serve basis but, the earlier you get your contract in, the better the booth space!

If you have any questions or need additional information, please give me a call at (270) 841-7728.

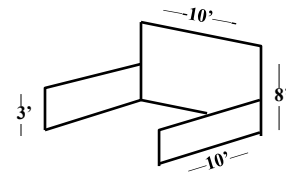
Sincerely,

Debbie Todd

Debbie Todd, Executive Officer
Hopkins County HBA

Show Hours:
 Friday, April 21 3:00 p.m. - 7:00 p.m.
 Saturday, April 22 9:00 a.m. - 4:00 p.m.
Set up: Friday, April 21 9:00 a.m. - 2:30 p.m.
Tear Down: Saturday, April 22 4:00 p.m.

HOME, GARDEN & OUTDOOR LIVING SHOW



Standard
 Booth
 Design

April 21 & 22, 2017

Hopkins County Fairgrounds, 605 East Arch Street, Madisonville, KY

SPONSORED BY THE HOPKINS COUNTY HOME BUILDERS ASSOCIATION

INSIDE SPACE Inside booths are 10' deep x 10' wide; equipment supplied consists of 8' backdrop drapes, 3' side drapes, 6' tables, chairs & an ID sign (upon request only). Booth Prices are: Hop. Co. Home Bldr. Members and/or 2016 Exhibitors - \$300. All others - \$400. If taking multiple booths, a \$50 discount will be given for additional spaces. Exhibitors having side walls higher than 5' will be placed in spaces where they do not block view of adjoining spaces (must indicate below). Electricity available in most spaces but Exhibitors must bring own extension cords (must indicate below). Tables provided by the venue must be covered (no exceptions). Tops & skirts may be purchased below.

TABLETOPS Includes one 6' table (maximum of one table) & chairs along hallways or within the exhibit halls (space to be determined by Home & Garden Committee during set-up). All merchandise must fit on tabletop (no spillover on floor); signage must be provided by exhibitor. Cost is \$100 (electricity may or not be available; please indicate below if needed and every effort will be made to provide it). Tables provided by the venue must be covered (no exceptions). Tops & skirts may be purchased below.

OUTSIDE SPACE A very limited amount of uncovered space available for larger displays; \$250 (size to be determined by availability). Electricity extra charge.

PAYMENT A 50% deposit must accompany application; payment in full is required 10 days prior to show. Checks should be made payable to: Hopkins Co. HBA and mailed, along with signed application, to P.O. Box 1092, Madisonville, KY 42431.

PLEASE PRINT

COMPANY _____

ADDRESS _____

CITY _____ **STATE/ZIP** _____ **PHONE** _____ **CELL** _____

CONTACT NAME _____ **FAX** _____ **EMAIL** _____

DESCRIPTION OF PRODUCT OR SERVICE TO BE DISPLAYED: _____

OF BOOTHS _____ **TABLETOPS** _____ **# OF CHAIRS** _____ **ELECTRICITY:** YES NO

YES, MY SIDEWALLS ARE HIGHER THAN 5' **YES, I NEED AN ID SIGN** (SIGNS ARE APPROX. 7" X 36")

LIST NAME AS TO APPEAR ON SIGN _____

OF 6' TABLES _____ **#OF (WHITE PLASTIC) TABLE SKIRTS (\$12.00 ea)** _____ **#OF TABLE TOPS (\$5.00 ea)** _____

For best location, get your applications in ASAP!

In making application, I agree to exhibit under and in compliance with the rules and regulations set forth herein and printed elsewhere in the show package and acknowledge receipt of same which rules and regulations are by reference hereby made a part of this contract. Acceptance of this contract binds the applicant to the payment as set above. The Home & Garden Committee reserves the right to demand the release of the applicant's space for failure to conform to the rules, reallocate space and reject any and all applications. It is understood and agreed by the applicant that this entire document, including the rules and regulations, constitutes a contract between the applicant and the Hopkins County Home Builders Association when and only when, this contract is countersigned by a duly authorized representative of the Hopkins County Home Builders Association's Home & Garden Committee.

(Do not sign this agreement until you have read the accompanying rules and regulations regarding the Home & Garden Show)

SIGNATURE _____ **DATE** _____

(Questions may be directed to Debbie Todd at (270) 841-7728 or hopkinscountyhba@bellsouth.net)

<i>Office Use Only</i>	
BOOTH # _____	TOTAL AMOUNT DUE _____
AMOUNT & DATE PAID _____	
BAL DUE _____	AMT & DATE PAID _____
NOTES _____	
SIGNATURE EXPO COMMITTEE _____	



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HOPKINS COUNTY HBA HOME, GARDEN & OUTDOOR SHOW RULES & REGULATIONS

1. The Hopkins County Home Builders Association's Home, Garden & Outdoor Show Committee reserves the right to approve the contents and character of all exhibits and reserves the right to prohibit or expel any exhibitor, which in its judgment, is out of keeping with the character of the show (no flea market items), including signs and placement of signs.
2. Booths must be manned during show hours. Early packing and dismantling of booth is prohibited. Exhibitors are to only display in the space allotted to them. No other areas of the exhibit hall or other gathering places of the attendees can be used in any way without the expressed consent of the Home, Garden & Outdoor Show Committee. Space assigned on a first come first serve basis.
3. All No nails or screws may be driven into the floor; cardboard or similar material must be underneath any tires, equipment or heavy displays. No damage of any nature may be done to the booth structures nor to any part of the exhibit hall. Exhibitor warrants against structural damages and shall be held responsible for any damages to individual exhibit area, and agrees to indemnify the Hopkins County Home Builders Association for any such physical damages. The Home, Garden & Outdoor Show Committee, nor affiliated sponsors, will assume any liability whatsoever for loss, damage or injury.
4. In the event of cancellation or interruption of the show due to fire, strikes, government regulations, an act of God or any other cause that makes it impossible to conduct the Home, Garden & Outdoor Show, Exhibitor's contract will terminate and the Exhibitor will waive any claim for damages. The Home, Garden & Outdoor Show Committee shall determine an equitable basis for refund of such portion of exhibit fee as is possible after consideration of the expenditures and commitments already made. If for any reason, the location of the show is changed, no refund will be made but the Home, Garden & Outdoor Show Committee must be able to assign exhibitor space in lieu of original space.
5. All prices are outlined in exhibitor contract. The application must be signed by a duly authorized agent of the Exhibitor and must be accompanied by a 50% deposit with payment in full no later than 10 days prior to the show. Any exhibitor reserving booth space that fails to occupy their space by 2:30 p.m., Friday, April 22, shall forfeit all rights to the use of the assigned space and the Home, Garden & Outdoor Show Committee reserves the right to dispose of such space, with no refund to the Exhibitor, in such a way as they may consider to be in the best interest of the Show.
6. Exhibitors are not allowed to hang items on drapes that may cause them to tear nor cause drapery structure to become unstable. Exhibitors are expected to keep inside their allotted space and keep their exhibit space clean and attractive during show hours. Exhibitors are prohibited from smoking in the building.
7. Exhibitor agrees that the Home, Garden & Outdoor Committee, without incurring any liability for damage or loss, has the right to dismantle and pack any property Exhibitor has failed to pack in the time allotted, or may order such work to be done at the sole expense of the Exhibitor. Exhibitor agrees that with respect to any exhibit material or other property of the Exhibitor for which sufficient shipping arrangements have not been made or carried out, the Home, Garden & Outdoor Committee shall have the right and the authority to clear such property from the exhibit premises, designate carriers for its return, send it to public or private storage, or otherwise dispose of it without incurring any liability thereof. All cost of such removal, return, storage and other disposition shall be charged to and paid for by Exhibitor.

