

PENOBSCOT COUNTY CONSERVATION ASSOCIATION, INC.

2018 FLOOR SPACE CONTRACT (Both pages are required) (download and print – for mailing)

PAGE One of Two (pccasportshow@gmail.com - FOR questions only)! ALL CONTRACTS MUST BE

EVENT: 80th ANNUAL EASTERN MAINE SPORTSMAN'S SHOW

RECEIVED VIA US MAIL!

PLACE: UNIVERSITY OF MAINE FIELDHOUSE, ORONO, MAINE

PAYMENT BY CHECK, MONEY ORDER OR CASH ONLY!

DATES: MARCH 16, FRIDAY 5:00 PM – 9:00 PM; MARCH 17, SATURDAY 9:00 AM – 8:00 PM;

MARCH 18, SUNDAY 9:00 AM – 4:00 PM

The Penobscot County Conservation Association (PCCA) will assume the following responsibilities under this contract: Facilities Rental, Police and Fire Protection, Custodial Services, the Overnight Security, as well as all other help necessary to produce the Show. The PCCA shall also control all tickets, door prizes and financing relative to the Show. The PCCA reserves the right to include, exclude, or change any group or exhibit in the best interest of the Show. The PCCA will not be responsible for any interruptions, delays, or cancellations due

to causes beyond our control. Each Exhibitor in the Show will assume the following responsibilities under this contract: Full payment for rental fees prior to the opening of the Show, completed and manned exhibits for the full length of the Show, and compliance with all state laws (fire regulations, etc.). All exhibitors must wear identification supplied by the sponsor while in the building and this allows you door entry to the show. An exhibitor parking area will be designated and must be complied with for the entire show.

The booth rental fee schedule is listed below. Please check or indicate number of booths and enter the amount paid \$_____. A \$100.00 non-refundable (unless show must be cancelled for circumstances beyond the control of PCCA) deposit is required for acceptance of this contract. There will be no refunds of deposits or booth payments to exhibitors who cancel, or don't show, unless their space is filled and paid for by another exhibitor.

CENTER SPACES (10'X 10') WALL SPACES (20' x 20') ALL ADVANCE PAYMENTS BY CHECK - OR -MONEY ORDER ONLY

_____ BOOTH SIZE/RATE # _____ BOOTH SIZE/RATE FINAL PAYMENT MAY BE PAID AT SHOW - CASH, CHECK, MO

10' X 10' @ \$ 400 ea. (\$350 ea. Before Oct. 1st) 20 X 20 @ \$ 750 ea. (\$650 Before Oct. 1st) Final Payment due will be billed in February 2018!

End Tracks – approximate size 20' x 50' = \$1600.00 (\$1500.00 Before Oct. 1st) # _____/RATE

First preference for location is given to exhibitors from last year in same space until October 1st. If your organization intends to run a non date ended raffle, it must be drawn by 3:30 pm on Sunday.

PCCA reserves the right and final decision on all booth space assignment. Preference is given to last year's space, however, safety and other reasons for reassignment in the best interest of the show will always come first.

PLEASE PRINT

TODAY'S DATE: _____

EXHIBITOR NAME (as you want it on the program) _____

Contact Name: _____

ADDRESS _____

CITY/TOWN _____ STATE _____ ZIP _____

EMAIL ADDRESS (if you have one) _____ PHONE(_____) _____

The exhibitor will hold the PCCA free from liability for any damages, expense, or other liability arising from any injury to said exhibitor, their agents, or their property occurring in the University Field House or surrounding grounds by reasons of their own occupancy. The exhibitor also recognizes the sponsor as harmless from any and all liability arising out of injury to any person or damage to any property as a result of said exhibitor's use or occupancy of said building or any part thereof, or as a result of the display or operation of any equipment or machinery. *By my signature below I have completed both pages and agree to all terms – all exhibitors MUST have a completed current, 2 page, contract on file!*

SIGNATURE _____ PRINT NAME _____

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PAGE Two of Two

Curtain backdrop will be provided for all 10' x 10', 20' x 20' booths. Larger booths will not have curtains. Initial _____

Electricity is available behind all booths. EXTENSION CORDS WILL NOT BE PROVIDED. We recommend 75'-100' cords ~ **ALL electrical cords MUST BE 3 WIRED GROUNDED CORDS.** Initial _____

Any firearm displayed (for any purpose) must be safe tied. The PCCA reserves the right to inspect all firearms on display to verify compliance. . Initial _____

Selling food - you must provide your own tarp or floor covering for the entire space of your booth. Initial _____

Anything which stands on or is set up on the floor must have covers over the legs or wooden blocks under them so it will not cut into the floor – applies to displays of docks, shelving for merchandise, etc Including all tables, chairs, displays stands, etc. brought in by the exhibitor. Initial _____

Trailers, tractors, or anything with an engine **must provide plywood for under the tires and hitches and a tarp or drip catcher for under engines** Initial _____

Wheels on Tractors, ATVs and other types of wheel may be covered with duct tape or other protective tape to ensure there is no marking on the floor. Initial _____

Absolutely no Armor All or spray polish of any kind applied in the field house Initial _____

All dogs must have a PCCA ID tag **which will be provided to you.** Request for tags (if being mailed) must be made **NO Later than 2/9/18 or may be picked up upon check in before 2P on Friday. It MUST be attached to collar at all times!** NO PUPPIES (under 8 weeks, no sales of dogs at show, pick up of puppies or visitation of dogs by the public)! Requested ID tags will be mailed with your show confirmation. **HOW MANY TAGS ARE REQUIRED _____** Initial _____

Tables and chairs are complimentary - first come, first served – **Retrieve them from the perimeter of the show venue when you set up.** 1 table & 2 chairs per 10x10 space, 2 tables & 4 chairs per 20x20 space – only please. . Initial _____

Each 10' x 10' space will receive **4 complimentary Exhibitor IDs** (one time use bracelets – for the entire weekend - **must be attached on wrist when entering building and remain in tact for weekend**) and **2 complimentary Friday night dinner buffet tickets** – larger spaces will have appropriately pro-rated tickets (20' x 20; 8/4 tickets) etc. If you do not have need for all the tickets we respectfully ask you to donate them back to the club. Initial _____

Additional Exhibitor IDs and Dinner Buffet tickets may be purchased, prepaid ONLY! Receipt of order and payment no later than a deadline of 2/9/2018! They will be mailed to you in advance - none held for pick up and **you must be responsible to distribute them to your people.** Any ID's not pre-purchased, lost, removed or forgotten will be \$10 at the show! For planning purposes, **we are UNABLE to sell extra banquet tickets at the show!** Initial _____

Our ticket booth at the door **will not** accept lists of people coming to work your booth or coming to do presentations. Exhibitor bracelets are needed for all the people working your booth. Bracelets are not transferable and once removed are void! The program coordinator will handle bracelets and dog IDs for all presenters. Initial _____

Contract Directions

RETURN YOUR 2 PAGE CONTRACT AND DEPOSIT TO:

PCCA, P.O. Box 605, BREWER, ME 04412 - Emailed contracts will not be considered accepted until the printed contract is received in USPS mail. Questions or Additional Information – Contact: BY EMAIL ONLY PLEASE – pccasportshow@gmail.com

We can not accept any credit card payments for deposits or booth space. Any questions should be sent to our email address.

To purchase Additional tickets please use the form below to preordered. Preordered bracelets must be prepaid - the form follows - NOTE the deadline!

PENOBSCOT COUNTY CONSERVATION ASSOCIATION, INC.

2018 – SPORTSMEN’S SHOW – PREPURCHASE EXHIBITOR PASSES / FRIDAY NIGHT BANQUET TICKETS

ORDER FORM – There are no refunds!

PREPAID – ONLY! There are no refunds! Order must be received no later than 2/9/2018 @ our PO Box – Mail to PCCA, PO Box 605, Brewer ME 04412 – Include check or Money Order.

Orders will be US mailed to you ahead of the show! *Make sure to include an address where bracelets/tickets may be received by and internally distributed by your group – duplicates will not be available!* You are responsible to get these to your people.

Unless, show is cancelled by PCCA for unexpected reasons, there is no refund on prepaid bracelets IDs or banquet tickets, for failure to show or cancellation of booth after the deadline for ticket purchase!

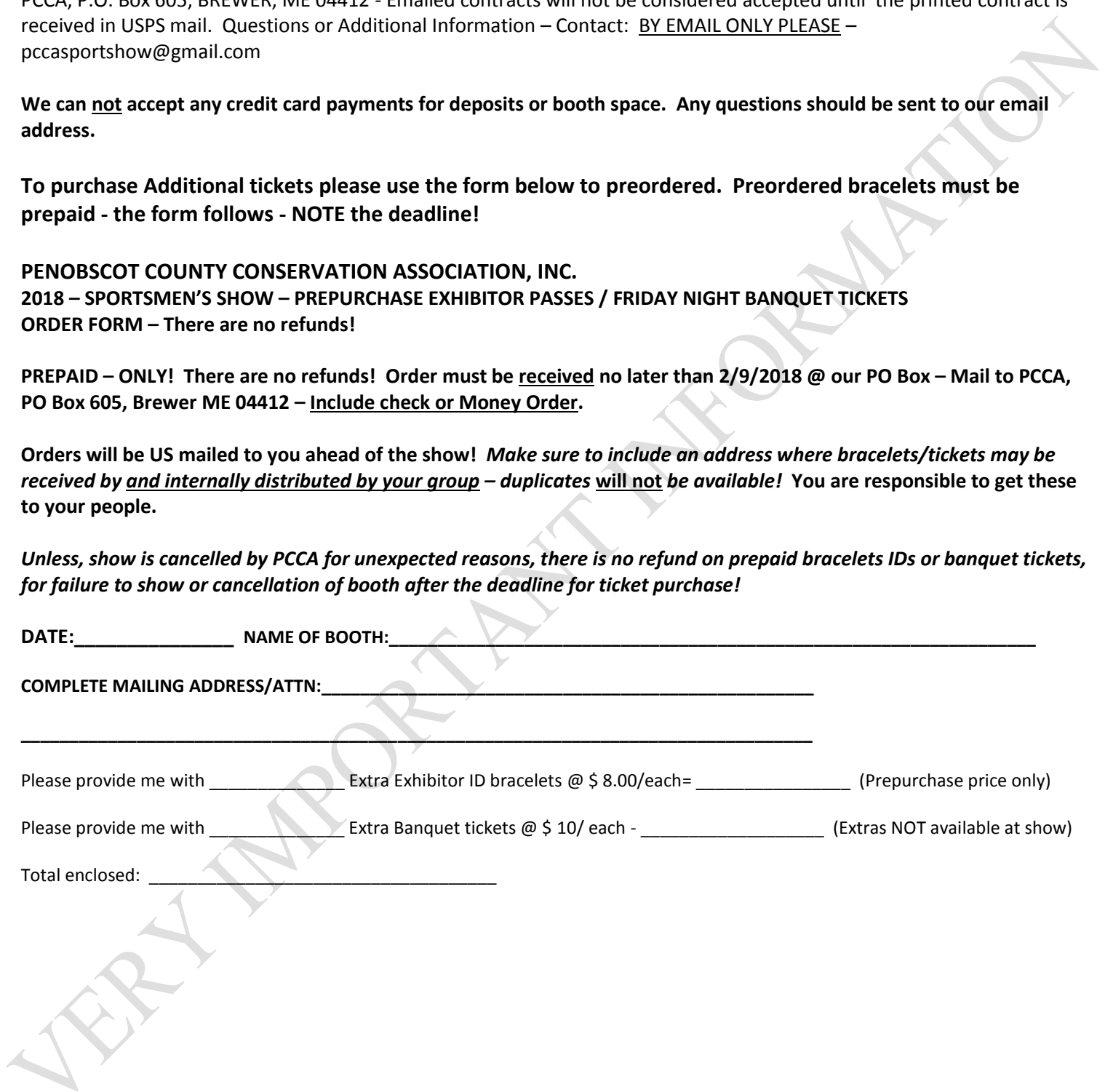
DATE: _____ NAME OF BOOTH: _____

COMPLETE MAILING ADDRESS/ATTN: _____

Please provide me with _____ Extra Exhibitor ID bracelets @ \$ 8.00/each= _____ (Prepurchase price only)

Please provide me with _____ Extra Banquet tickets @ \$ 10/ each - _____ (Extras NOT available at show)

Total enclosed: _____



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