



# 2017 VT Home & Garden Show Exhibitor Presale Contract

Hosted by the HBRA of Northern Vermont

**April 22<sup>nd</sup>-23<sup>rd</sup>, 2017**

April 21<sup>st</sup> - Exhibitor Business to Business Mixer

<sup>1</sup>Exhibitor Contact Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Vendor Email: \_\_\_\_\_ Website Address: \_\_\_\_\_

Billing Address (Street) \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Service/Product: \_\_\_\_\_

**<sup>1</sup>The Exhibitor Contact will receive Updates (mail & email), Vendor Packet, Badges & Tickets. This Exhibitor Company Name will be Displayed on Booth & Map)**

<sup>2</sup>Billing Company Name (if different from above): \_\_\_\_\_

Contact Name: \_\_\_\_\_

Billing Address (Street): \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

**<sup>2</sup>The Billing Contact will receive Billing Statements Only. Both the Exhibitor and the Billing Company must provide Certificates of General Liability**

	Presale 12/01/2016-1/16/2017		Regular Sale Begins 1/17/2017		Qty.	Total
	Member	Non-Member	Member	Non-Member		
Corner Booths (comes w/basic electric)	\$575	\$825	\$725	\$975		\$
Inline Booths (comes w/basic electric)	\$525	\$775	\$675	\$925		\$
Outside Space (20 x 20)	\$525	\$725	\$575	\$825		\$
Non-Profit Rate	\$300	\$350	\$300	\$350		\$
Truck Space (outside)	\$225	\$300	\$250	\$350		\$
Special Electric	Please Specify Requirements:					
Ethernet or Phone	Ethernet <input type="checkbox"/> or Phone Line <input type="checkbox"/>			\$25		
	Total Contract				→→	\$

**\*Any Presale Booth/Space Not Paid in Full By 1/16/2017 will default to Regular Sale Price.**

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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- Presale Sales Begin December 1, 2016. Contract and Payment in full must be received by January 16, 2017
- Presale Contract not Paid in Full by 01/16/2017 will default to the regular sale price.
- During the presale period all previously occupied (2016) spaces will be reserved for same Vendor occupancy
- Vendors may only presale previously occupied space
- Members must be up to date on renewal and in good standing to qualify for member discount
- Non-Member Vendors wishing to join as a member must pay membership in full prior receiving member rate
- Regular Sale begins 1/17/2017 - All booths not sold during the presale will then be available to all vendors (unpaid booth spaces will not be reserved)
- Basic Electricity and Forklift Rental included w/booth space at no charge
- Landline & Ethernet \$25.00
- All booths are 10' x 10, price includes pipe, drape & basic electricity.
- For Members: Personal Page with summary, logo and link to Member website on VT Home & Garden Show Site, included in Advertising Inserts & Map and Receive 10% off Ad Space
- Booths must be paid in full; cancellation refunds will be at the discretion of HBRANV
- No space can be reserved without completion of this Contract, Payment in Full & Proof of Insurance
- **Both the Exhibitor and the Billing Company must provide Certificates of General Liability**
- HBRANV reserves the right to provide discounts, decline request for space, reassign booth spaces & change show start/end times
- Please email, fax or mail contract
- Booths will not be reserved until both contract & payment have been received
- Most Corner Booth Locations are Sold Out during the presale period
- All effort will be made to place regular sale Exhibitors away from "like" Vendors but this cannot be guaranteed
- Each Exhibitor can receive up to five (5) exhibitor badges per contract and will receive ten (10) admission tickets.
- Exhibitor badges are for the sole use of personnel working the booth.
- The Exhibitor Contact is responsible for providing their booth staff with badges, they cannot be left for individual pick-up.