



## 2020 Vendor Space

### Contract for all UOR Shows:

- A. Ft. Worth, TX:           *Feb 29 - March 01*
- B. Cumming, GA:           *March 20 - 21*
- C. Big East TN or KY:      *July 25 - 26*
- D. Katemcy, Mason, TX:    *Sept 18 - 20*



## 2020 Unlimited Off-Road Shows Vendor Space Contract

Company

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

[Please list company name exactly as it should appear on all published materials]

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

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

\*By providing your phone and/or email address, you are consenting to receive communications from Unlimited Off-Road American Show & Expo LLC via this media

\*\*Show Contact Name: \_\_\_\_\_

\*\*This person will receive the vendor manual and all communication leading up to the show with details. If you have a Big Rig or Trailer driver that is separate from the show contact, please also include their name and phone number in case we need to reach them about move-in instructions.

Show contact email: \_\_\_\_\_

Show contact mobile number: \_\_\_\_\_

### VENDOR BOOTH & RATE INFORMATION

### Show Choices:

2020 Vendor Spaces - Cost same for all Shows	sq ft:	Rate:	FW, TX	GA	TN/KY	Katemcy
(10' x 10')	100	\$400				
(10' x 20')	200	\$600				
(20' x 20')	400	\$850				
(10' x 40')	400	\$850				
(30' x 20')	600	\$1,000				
(40'x 30')	1200	\$1,200				
(80'x 30')	2400	\$1,800				
(100'x 30')	3000	\$2,000				
Per Display Vehicle Spot outside of booth	-	\$80				

**Please indicate General Product Category below:**

- New Vehicles & Custom Fabrications
- Performance & Competition Parts Manufacturer
- Oils, Fluids & Lubricants
- Tools & Shop Equipment
- Body Armor, Protection & Recovery Products
- Interior Safety & Storage Products

- LED's, Lights, Electronics & Wiring
- Lifestyle, Expedition & Specialties
- Distributors, Wholesale & Retail Pro Shops
- RV, Sports & Auto Trailer Manufacturers & Retailers
- Clubs, Associations, Parks, Non-Profits, Race Series
- Other: \_\_\_\_\_

**Once Floor Plans are available for the Show, UOR Show will place vendors on the floor plan based on date of deposit and for best positioning to avoid competition from similar vendor.**

**Booth Reservation Policy:** Reservations require signed contract and 50% deposit. No booth is reserved without 50% deposit, regardless of seniority points or level of sponsorship.

**Payment Terms:** 50% deposit due immediately for booth reservation. Final 50% will be due 90 days before each show. Vendors will be required to pay 100% in full 90 days before each show. There is no guarantee that booth space will be available 90 days before each show.

**Important Dates:**

50% due to reserve booth:	Until 90 days before the Show Date then 100% due
Within 90 days of Show Date:	If space remains

**Cancellation Policy:** In the event that Vendor wishes to cancel all or part of the vendor space contracted for, such notice must be made to the show management in writing postmarked by the following dates in order to receive a refund:

<b>Postmarked by:</b>	<b>Exhibitor liable for:</b>
On or before 90 days before Show Date:	50% of contracted space fees
Within 90 days of Show Date:	100% of contracted space fees

**CANCELLATIONS: There are no downgrades, cancellations or refunds on vendor space within 90 days of Show Date.**

**Past Due Balances:** Any past due balance will incur a late fee equal to 5% of total amount due.

**Agreement:** I hereby agree to the entire terms and conditions of this contract, as stated herein, to be a Vendor at the 2020 UNLIMITED OFF-ROAD SHOW(S) as selected on the previous page.

**Printed name of legally responsible officer:** \_\_\_\_\_

**Title:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

All contracts must be submitted with a 50% deposit payment. Contracts submitted within 90 days of each Show require 100% payment.

**Please complete entire Vendor Space Contract, execute, and return with required deposit to:**

Unlimited Off-Road American Show & Expo, LLC 5990 Parkway North Blvd. Suite 6 Cumming, GA 30040

Unlimited Off-Road American Show & Expo, LLC • 5990 Parkway North Blvd. • Suite 6 • Cumming, GA  
30040 Tel: (678) 938-2680 • E-mail: [erin@uorshow.com](mailto:erin@uorshow.com) • [www.uorshow.com](http://www.uorshow.com)

## SHOW INFORMATION

### Included in the booth price:

- The physical booth space
- vendor badges/wristbands (based on size of booth)
- vendor parking
- vehicles that fit in the booth space
- security from start of set-up through end of tear-down

### Not Included in the booth price:

- electricity - not available at all Shows - will be in Vendor manual for each show and optional to purchase
- Vendor services (fork lift, tables, chairs, carpet, etc.)
- TX temporary tax permit - no cost but you must apply if not a TX business & do not have a permit from previous years/shows

**No Subletting of booths** - only companies with common ownership can occupy a space together. To represent or add an additional name to the booth, a \$500 fee is required per company name. Only general retailers can represent and display other brands in the booth either by signage, banners, flags, trailers, etc. Contact show management with questions.

In the event of a natural disaster, fire, rain, wind, storm, extreme heat or any other unforeseen event, act of God or catastrophe, UOR Show is not obligated to refund any part of vendor or sponsorship monies. Vendors accept the risks of participating in an outdoor event.

No vehicles within vendor booths may be driven or moved during show hours. A fine of \$250 will be assessed for any vehicles moved during show hours.

## PAYMENT INFORMATION

Deposit required by check or credit card to Unlimited Off Road American Show & Expo, LLC

Check will be included with vendor contract by mail

Please charge credit card using the following information \*3.95% customer service fee will be added for credit card transactions:

Name on card: \_\_\_\_\_

Amount: \_\_\_\_\_

Exp. \_\_\_\_\_

Card Number: \_\_\_\_\_

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

Billing address: \_\_\_\_\_

Zip \_\_\_\_\_

City/State: \_\_\_\_\_

Code: \_\_\_\_\_

CVV: \_\_\_\_\_

Signature: X \_\_\_\_\_

### SHOW MANAGEMENT USE ONLY:

Booth #:

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

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

\_\_\_\_\_

Amount Paid: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

\_\_\_\_\_

% Paid: \_\_\_\_\_

% Paid: \_\_\_\_\_

\_\_\_\_\_

Type: \_\_\_\_\_

Type: \_\_\_\_\_

\_\_\_\_\_



## EVENT TERMS AND CONDITIONS

**MANAGEMENT:** UNLIMITED OFF- ROAD American Show & Expo, will be designated as "Show Management" in this document. A "Vendor" is an applicant that has been accepted for participation in the Event by Show Management. The issuance of a Booth confirmation notice, in response to a submitted Vendor Contract, shall conclude the contact of participation between Show Management and the Vendor. The Vendor and Show Management acknowledge these Event Terms and Conditions as the elements of the contract of participation. Violations of any of the Event Terms and Conditions of the contract shall entitle Show Management to exclude a Vendor from the Event and seek remedies for damages caused by such violations. The Vendor must comply with the Event Terms and Conditions relating to the officially designated show contractors.

**CONDITIONS OF PAYMENT:** Any dispute by Vendor with any exhibition, event services provided by Show Management or any affiliate, or the amount charged for the same shall be reported to Show Management in writing within 15 days from the date of contract relating to same, time being of the essence (but such dispute shall not affect Vendors obligation to make payment within 15 days as set forth on previous pages). Failure to report any such dispute within such time shall constitute a waiver of any claim by Vendor with respect to such dispute. Whether sums are due under contract or open account, it is understood that all invoices are due upon receipt and are considered delinquent if not paid within 15 days from the date of invoice or the due as indicated on the invoice. Should timely payments not be made as stated, Vendor agrees to pay all collection agency fees and expenses, and other costs of collection, including reasonable attorney fees and court costs which may be incurred by Management or any affiliate in pursuing and collecting payment. The liability of Vendor shall be joint and several with Third Parties. The party executing this agreement on behalf of Vendor acknowledges that it has the authority to do so and that by its execution it has caused Vendor and Third Parties to be jointly and severally bound by the terms hereof. Vendor represents that Third Parties will immediately be notified of the terms hereof. Notwithstanding to whom bills are rendered, Vendor and Third Parties shall remain jointly and severally obligated to pay to Show Management the amount of any bills rendered by Management within the time specified and until payment in full is received by Show Management. Payment by Vendor to Third Parties or by Third Parties to Vendor shall not constitute payment to Show Management. Vendors shall be solely responsible for any taxes, duties or other charges relating to their show participation.

**USE OF VENDOR SPACE:** The Vendor contracts to use the booth for the duration of the Event in conformity with Show Management's guidelines. Show Management has the right to assign and/or relocate a booth at its discretion. The Vendor and its representatives shall conduct themselves in a business-like manner and allow any and all individuals, including other vendors, entrance to their booth during the Event hours. Exhibits may not obstruct overall view or hide the exhibits of others. Unusual or specially built booths must have Management approval. Show Management reserves the right to restrict or remove exhibits that are distracting or distract from the character of the Event. Booths must be set up one hour prior to the opening of the Event. Show Management has the right to re-allocate a booth at its discretion if the Vendor has not appeared or begun to set up a time designated in the Vendor Manual prior to the opening of each Event. The Vendor will assume the cost of any additional services/equipment required for their respective exhibit space.

**BOOTH RESPONSIBILITY:** It will be the responsibility of the company who contracts the space to maintain personnel in the booth at all times during the show hours. Any Vendor who starts to pack or dismantle their booth prior to published dismantle times in the Vendor Manual will be charged a fee of **\$500** and **will lose its seniority points. Set-up must be completed by designated times as set forth in each Vendor Manual for each Event. No exceptions and no Vendors will be allowed late set-up or early breakdown.**

**EVENT SCHEDULE:** The duration of the event, set-up & break-down times and hours of operation shall be published in the Vendor Manual. The Vendor Manual is released 2 months prior to the start of the event. Construction and dismantling hours must be adhered to unless written approval is received from Show Management.

**SALES ACTIVITIES:** The Event is seen as an order taking trade show (B2B) and direct sales show to visitors (B2C). Sales are strongly encouraged as well as offering Show Specials.

**ADVERTISING, PUBLICITY, Media/Press:** All Vendor promotional material and goods are limited to the designated display area. Vendors may not carry out publicity activities outside the boundary of the booth or in front of the Event without written permission from Show Management. Acoustic presentations are permitted only if they are arranged in a way that other Vendors are not disturbed by them and visitors are not disturbed or hampered by them. Show Management reserves the right to cease any publicity/presentations that have not been approved and do not meet the standards of the Event. Any activities conducted by the media whether arranged by the Vendor or separately shall be conducted through the UOR Show Director of Social Media.

**EXCLUSION OF LIABILITY:** Show Management shall not be liable to a Vendor for damages caused by Acts of God, war, civil disturbances, fire, violence, building malfunction, inclement weather or any other circumstances beyond the control of Management including damage caused by visitors to the Event, other Vendors or persons acting on their behalf.

**SECURITY AND LIABILITY:** All local, state and federal laws shall be observed during the Event in the Show area. The Vendor shall observe all safety regulations of the facility, directives by security personnel and Show Management personnel. The Vendor shall be liable for all damage to persons or property, economic losses which have been caused by booth construction, booth equipment, exhibits and any employees acting on its behalf. The Vendor shall obtain all required permits prior to the commencement of the Event and have them available for inspection by Show Management. Show Management will provide customary Security during the construction of and dismantling times as well as throughout the duration of the Event, but will not be liable for any loss or damage of Vendor property.

**INSURANCE/ PREVENTION:** The Vendor is responsible to provide sufficient insurance protection & liability certificate as outlined in the Vendor Manual. The Vendor shall not use any flammable decorations or coverings for display purpose. All fabrics or other material used for decoration purposes shall be flameproof. The Vendor shall comply with all applicable fire regulations.

**CLAIMS:** Any claims of the Vendor shall be made in writing to Show Management no later than 14 days following the closing of each Event.

**VENDOR MANUAL:** Specific information about booth construction, dismantling, transport companies, packing materials and rules, vendor services etc. will be contained in the Vendor Manual and available at least 2 months prior to each Event.

**BOOTH DISMANTLEMENT:** The exhibition area is to be returned by the Vendor in the same condition as it was handed over. In the case of any damage to the exhibition area or the halls (structure, floor, cables, ducts, etc.), it shall be repaired at the Vendor's expense. If the clearance of the booth has not been undertaken in good time, Management may have it cleared and the goods put in storage at the expense of the Vendor. Management shall assume no liability for exhibits left behind. **Any Vendor who starts to pack or dismantle their booth prior to published dismantle times will be charged a fee of \$500 and will lose its seniority points.**

**AMENDMENTS:** Any amendments to this contract shall only be accepted in writing and must be approved in writing by Show Management.

Unlimited Off-Road American Show & Expo, LLC -- 5990 Parkway North Blvd. Suite 6 -- Cumming, GA 30040