

# TERMS OF CONTRACT

## 1. PAYMENTS AND TERMINATION OF CONTRACT

If the terms of payment as set forth on this contract are not met, the rights of Exhibitor to the space shall cease and terminate without notice. Space can be reassigned and no refunds will be made. Booths may not be set up until full payment is received. IHC does accept credit card accounts in payment of booth space rental. All checks or money orders must be issued payable to the *Indiana Horse Council, Inc.* There will be a \$25.00 reprocessing fee for each returned check. Issuers of returned checks shall not be accepted for participation in future events until the outstanding balance is cleared with their account paid in full.

## 2. COMPLIANCE WITH LAWS AND REGULATIONS

Exhibitor agrees to obey all State laws. All decorative materials used in displays must meet the flame proofing regulations of the Indianapolis Fire Department. No tacks, nails or screws may be driven into any walls, floor or pillars of the facilities. No banners can be placed across aisles. No signs may be taped to walls. No stickers, pressure adhesives, helium balloons, etc., may be distributed.

## 3. REJECTION OF APPLICANTS AND EXHIBITORS

IHC reserves the right to reject any applicant for space at any time and reserves the right to reacquire possession of any space by refunding to the applicant or Exhibitor the amount paid for space. Violations of any section of this agreement will result in immediate ejection of Exhibitor without refund.

## 4. BOOTH CONSTRUCTION AND EQUIPMENT

The IHC will tape off booth space.

Vendors are responsible for their utility charges incurred.

**Shipments:** Items can be shipped to the Crossroads USA Arena @ 253 W. Stardust Rd, Cloverdale, IN 46120- starting to accept packages on Wednesday afternoon.

## 5. EXHIBITOR SPACE ASSIGNMENT

Exhibit space will be assigned according to the date on which the appropriate fees and signed contract are received. If displays are not in place by 7am on Saturday, the IHC has the right to re-assign the space. If the exhibit fails to arrive the exhibitor is nevertheless responsible for exhibit space rental.

## 6. USE OF SPACE AND AISLES

Displays, booths and/or any portions thereof may not extend into aisles. Aisles must be kept clear at all times. Interviews, demonstrations, and distribution of literature must be conducted within the confines of the Exhibitor's booth space. It is your responsibility to keep the aisle ways clean. Exhibitors must keep their booth space clean and in good order. All exhibits must be attended during all show hours. The Exhibitors may not assign this contract nor permit others to share the exhibit space without the expressed written permission of the IHC. No one will be allowed to exhibit, distribute literature or put up signs, without a signed contract from the IHC. Exhibitors shall not photograph or video tape any portion of the Cowboy Christmas with Chris Cox (CCCC) for commercial purpose without the expressed written permission of the IHC.

## 7. ARRIVALS AND DEPARTURE

Buildings will be open for set up according to booth size starting Friday. Doors are expected to remain open Friday for everyone's access until 7pm Thursday. Teardowns or carryouts are not permitted until close on Sunday. All booth &/or displays must be removed from Crossroads by 8pm Sunday.

## 8. LIABILITY

The IHC, or the facility will not be responsible for loss, damages, or theft of merchandise, display materials, horses or other property. Exhibitors are required to carry fire and liability insurance covering trade shows and fairs which insures their goods and exhibits against damage and loss or personal injury, and provide a certificate of insurance.

## 9. EXHIBITOR PACKETS

Exhibitor Packets may be picked up in the Resource Office beginning 9am on Friday.

**Badges:** Each badge allows one person to enter the event daily. Misplaced or stolen badges will NOT be replaced. Admission badges will be provided as follows:

10x10 Booth = 2 admission badges	10x30 Booth = 4 admission badges
10x20 Booth = 3 admission badges	10x40 Booth = 5 admission badges

## 10. CAMPING

**FIRST COME, FIRST SERVE.** The Crossroads has 200 full service camp sites available. The facilities include water, electricity hookup, indoor showers and flush toilets at \$35.00 per night.

## 11. Submission of Contract

An exhibitor, by affixing his or her signature to the CCC Contract, acknowledges that he or she has read, understands, and agrees to abide by the guidelines set forth by the Indiana Horse Council, Inc.

## SHOW HOURS

Saturday, December 19, 2009

9am-5pm	Chris Cox Demo
6pm-10pm	Beer & Barbecue Fest
7pm-9pm	Style Show

Sunday, December 20, 2009

9am-5pm	Chris Cox Demo
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