

**B.A.R.C**  
**Fitness Expo 2014**  
**Saturday, March 15, 2014 10am – 3pm**  
**Bay County Community Center,**  
**Bay City, MI**

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**Terms of Contract for Exhibit Space**  
**Please read carefully. All exhibitors, including personnel**  
**that staff booths, are responsible for the material in this**  
**contract.**

1. **CONTRACT:** This contract for space, the assignment of space and full payment of booth sponsorship fees together constitute the entire contract for the right to use space. \$150 DEPOSIT FOR THE SPACE IS REQUIRED BY February 1, 2014. REFUNDS WILL NOT BE MADE FOR ANY REASON.

2. **ACCEPTANCE:** An authorized signature on the official Expo contract form indicates the vendor has read, understands and agrees to abide by all the rules, regulations and restrictions outlined in the contract.

3. **BOOTH ASSIGNMENT:** Booth assignments will be made on a first-come, first-served basis and are subject to change at the discretion of the Expo Management.

4. **USE OF SPACE:**

a) All displays, interviews, and distribution of literature or product samples must take place inside the booth space. All aisles must be kept clear.

b) No exhibitor shall assign, sublet or share the space allotted without the knowledge and consent of Expo Management.

c) All booths shall be staffed by at least one person at all times during the Expo.

5. **CARE OF BUILDING AND SPACE:** Exhibitors shall not deface or damage art work, walls, floors or booth components. Where such damage occurs, the exhibitor is liable to the owner of the property for such damage.

6. **LIABILITY:** The Expo Management, Sponsor, Landlord and their officials and staff members disclaim all liability for damages or losses caused any exhibitor by fire, water, flood, windstorm, rodents, utility failure, acts of vandalism, strikes, civil disorder, theft or criminal acts. Exhibitor hereby waives any right and all claims for damages against Expo Management. EXHIBITORS MUST CARRY THEIR OWN LIABILITY INSURANCE.

**MOVE-IN/MOVE-OUT DATES/TIMES:**

a) Move-in will be allowed Friday March 14, 2014 from 4 pm—6pm and on Saturday March 16, from 8 –10am.

ALL BOOTHS MUST BE SET-UP AND STAFFED BY 10am on Saturday March 15, 2014. Exhibitors not checked-in and set-up by 10:00 am will forfeit their space. Space may be reassigned or used by Expo Management, without refund.

b) Move-out: No exhibitor shall begin breakdown of a booth until after the Expo floor has been cleared and the Expo officially closes at 3:00 pm on Saturday, March 15, 2014. All materials left after 6 pm will be discarded.

9. **SAFETY PRECAUTIONS:**

a) Fire Prevention: All booth decorations must be flameproof and all hangings must clear the floor. Electrical wiring must conform with national electrical codes and local ordinances. No heating sources or open flames are allowed.

b) Cleanliness: All exhibitor shall keep their booths clean and orderly at all times. Trash must be placed in receptacles located on exhibit floor. Exhibitor shall allow sufficient space within their booth space for visitors to move freely.

10. **EXHIBITOR INSURANCE COVERAGE:** Exhibitors must carry their own Liability Insurance Coverage to cover the period of the Expo. Commercial General Liability (CGL) \$1,000,000 each occurrence, Automobile Liability \$1,000,000 combined single limit, Worker's Compensation, Employers Liability and Disability Benefits as required by Michigan Laws. BARC and any of its sponsors and or associates, staff, and volunteers will not be held responsible for any loss, theft or damage incurred as a result of participation in the BARC Fitness Expo.

11. **INTERPRETATION AND AMENDMENTS:** Expo Management shall have the full power to interpret and enforce all rules contained herein, and the power to make amendments thereto, and to enact such further rules and regulations as shall be considered necessary for the proper conduct of the B.A.R.C. Fitness Expo 2014.

**Make checks payable to:**  
**B.A.R.C.**

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**Return the completed 2014 Expo Contract with**  
**Payment and Insurance Certificate**  
**NO LATER THAN FEBRUARAY 1, 2014 to:**

BARC  
P.O. Box 634  
Bay City, MI 48707

Attn: Lori Brown – Assistant Race Director