

2012 CARBON COUNTY HOME, GARDEN AND BUSINESS EXPO REGISTRATION



Saturday April 28, 11 AM to 8 PM
Sunday April 29, 11 AM to 4 PM
At Memorial Hall, East 10th. Street
Jim Thorpe, PA 18229

Business/ Organization Name _____
Address _____ **City, State, Zip** _____
Contact name(s) _____
Telephone number (____) _____ - _____ **Fax number** (____) _____ - _____ **Email address** _____

Cost per booth 8 x 10 Upper Level: **Total**
Members: \$250 **Non-members:** \$500 \$ _____
Non-Profit members: \$200 **Non-members:** \$400 \$ _____

Cost per booth 8' x 10' Lower Level: **Total**
Members: \$150 **Non-members:** \$300 \$ _____
Non-Profit Members: \$100 **Non-Profit/Non-members:** \$200 \$ _____

Cost per booth 16' X 20' Lower Level: **Total**
Members: \$275 **Non-members:** \$550 \$ _____
Non-Profit Members: \$125 **Non-Profit/Non-members:** \$350 \$ _____

Number of booths requested: Upper Level _____ Lower Level _____

If you need electric: **Add \$25** \$ _____

Early Registration Deadline 2/1/2012:
 Subtract 10% \$ _____
TOTAL DUE: \$ _____

Outside Pavilion 2000 square ft. Cost determined by area required.
 Area required in the pavilion _____

Credit Card Payment information

Charge \$ _____ to My: Visa _____ MasterCard _____
 Credit Card # _____ Exp. Date: ____/____/____ CID# _____
 Card holders Name: _____ Address: _____
 City, State & Zip _____
 Signature: _____

Payment Schedule:

Make checks payable to:

Carbon County Chamber of Commerce or
 110 North 3rd Street, Suite 216
 Lehighton, Pa. 18235
 Phone: 610-379-5000
 Fax: 610-379-0130
 Email: mail@carboncountychamber.org

Booth Rental Due in Full by 3/15/2012

Carbon Builders Association
 PO Box 218 490 Ore Street
 Bowmanstown, PA 18030
 Phone: 610-379-1099
 Fax: 610-379-1032
 Email: carbld@ptd.net

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Exhibitor Rules & Regulations

Display Regulations:

1. Exhibitors shall have at least one attendant at their booth at all times while the Building & Remodeling Expo (herein referred to as "Show") is open to the general public.
2. Loud sound displays or flashing light displays are not permitted.
3. Rear booth partition drapes are 8.' high. Aerial displays must be safely anchored within the exhibit booth. The Show does not permit any part of, or item within the exhibitor's booth to exceed 12' in height, without prior written approval from Management (herein referred to as "Show Management"). Displays over 8' in height must be masked where the display is visible over a neighboring exhibitor's booth. Displays must be confined to actual rented space, with no elements extending into the aisle.
4. Displays cannot block neighboring booths. Display elements over 3'high must be set back 3' from the aisle. Raw plywood, cardboard, or other structural material must be painted or appropriately covered if visible from another booth.
5. Exhibitors shall use care not to deface floors, walls, or columns of Jim Thorpe Memorial Hall (herein referred to as "Venue"), including the booth equipment provided and/or rented for the Show. DO NOT hang items from the drapery or drapery frames or from walls. Exhibitors will be liable for such damage resulting from acts of these types.
6. Exhibitors shall use care not to disrupt the flow of traffic in front of booths. Demonstrations that tend to attract large gatherings in the aisles in front of booths are prohibited.
7. Exhibitors shall not sell food or beverages. Exhibitors are responsible for the cleaning and maintenance of their booth and must keep the booth fully assembled and in presentable condition at all times during the Show.
8. All displays shall conform to the Show & local Fire Marshall's inspection requirements. Display materials shall be nonflammable or flame retardant.
9. Highly flammable or potentially explosive materials are prohibited inside the exhibit hall.
10. Exhibitors shall not assign or sublet any part of their assigned space; nor may two or more unrelated companies share a single space or combine their reservations.

1. Cash & carry sales may be conducted from an Exhibitor's booth. The Exhibitor is responsible for reporting and paying all sales taxes (where applicable). Contracts may be signed and deposits accepted.

B. Unethical Practices:

1. Samples, catalogues, pamphlets, publications, and any other promotional material may be distributed by an Exhibitor.
2. Unethical or inappropriate conduct, or infractions of these Guidelines and Regulations by an Exhibitor or by an Exhibitor's representative(s), may result in dismissal from Show. Show management reserves the right to stop or if necessary, remove from the Show an Exhibitor, or their representative(s) performing an act or practice that, in the opinion of Show Management, is objectionable or detracts from the dignity of the show. In such an event, it is specifically understood by the Exhibitor that no refund will be made, and that no demand for redress will be honored from the Exhibitor, the Exhibitor's representative, or any agent for the Exhibitor.

C. Security:

1. Exhibitors are urged to remove valuable property from the premises during non-exhibit hours of the Show. The Show and Venue are not responsible for lost or stolen property.
2. Exhibitors shall use the designated exhibitor parking lot during exhibit hours.

D. Liability:

1. Exhibitors are liable for any damage to the exhibit hall floors, walls, or columns; to standard booth equipment rented or provided; and to the property of other Exhibitors that they may damage.

2. Exhibitors are responsible for their own insurance to cover all contingencies including, but not limited to, fire, theft, property damage, public and private liabilities, and worker's compensation.
3. The Show, Show Management and Venue will not be responsible and does not guarantee against loss, damage, or injury that may occur to the Exhibitor; the Exhibitor's employees, representatives or agents; or any property related thereto; from any cause whatsoever prior, during, or subsequent to the Show. The Exhibitor expressly releases the Show, Show Management and Venue, and agrees to indemnify the same against all claims for such loss, damage, or injury. If any action by the Exhibitor before, during, or after the Show causes legal action against the Show, Show Management or Venue, the Exhibitor will be solely responsible for any and all resulting legal costs.

E. Insurance:

1. A Certificate of Insurance naming the Carbon County Home Business & Garden Expo, Carbon Builders Association, Carbon County Chamber of Commerce and Jim Thorpe Memorial Hall as additional insured is required of all exhibitors no later than Friday, April 29, 2011.

F. Set Up/Tear Down:

1. Exhibit times are Saturday, April 28, 2012 from 11:00 a.m. to 8:00 p.m. and Sunday, April 29, 2012 1st from 11:00 a.m. -4:00 p.m.
2. Installation and Booth Set up will be Friday, April 27, 2012 from 12:00 p.m. to 7:00 p.m. If an Exhibitor fails to occupy space assigned for the Show by 7:00 p.m. Friday, April 27, 2012 or fails to comply in any other respect with the terms set forth for the Show, the Show reserves the right to use such space in any manner whatsoever, without releasing the Exhibitor from the financial obligation agreed upon when the Exhibitor's reservation was accepted, from infraction of these Guidelines and Regulations, or from any other financial obligations incurred through the Exhibitor's anticipated occupancy in the Show.
3. Dismantle and Tear Down begins at 5:00 p.m. on Sunday, April 29, 2012 and must be complete prior to 8:00 p.m. April 29, 2012. Additional Tear Down and removal will be available on Monday, April 30, 2012 from 9:00 a.m. to 12:00 p.m. Exhibitors shall keep their displays and products fully assembled until the end of the show. Do Not Pack Up Early! Exhibitors who pack up early will be ineligible to participate in future events.
4. If an Exhibitor fails to remove any item from the

exhibit hall by Noon (12:00 p.m.) on, Monday, April 30, 2012 the Show in its sole discretion will remove the item. The Show, Show Management or the Venue is not responsible for any loss or damage that may occur to any item during this process. It is the Exhibitors responsibility to reimburse Show Management a removal fee of \$100 plus any cost associated with the removal and/or storage of the item, prior to Show Management releasing the item to the Exhibitor.

All matters and questions not covered by these regulations are subject to the decision of the Show and Show Management. Show Management may amend these rules and regulations at any time and all amendments that may be made shall be equally binding upon publication on all parties affected by them as the original regulations. The decision of Show Management is final in any disagreement between Exhibitors.

Show Management reserves the right to modify the floor plan at any time and alter locations of exhibitors or booths or show activities, without notice, to present a more successful show if deemed in the best interest of the show. In the event that the Show shall be partly or totally destroyed by fire, or the elements, or by any other cause, or in case any other circumstances shall make it impractical for the Show Management to permit the contracted space to be occupied by an Exhibitor, then this agreement shall terminate, and the Exhibitor shall waive any claim for damages or compensation except the prorated return of the amount for space rental.

