



# 2018 Contract Agreement

Booth Contract: **2018 Topeka Farm Show**  
 Location: **Kansas Expocentre**  
 Address: **One Expocentre Drive**  
 Town: **Topeka, Kansas 66612-1442**

Show Dates: **January 9, 10, 11, 2018**  
 Show Hours: Tuesday 9:00 AM-5:00 PM  
 Wednesday 9:00 AM-8:00PM  
 Thursday 9:00 AM-4:00 PM

### Booth Rates

One Booth.....	10' x 10'.....	\$ 600.00
Two Booths.....	10' x 20'.....	\$1165.00
Three Booths.....	10' x 30'.....	\$1715.00
Four Booths.....	10'x40' or 20'x20' .....	\$2245.00
Each Additional Booth.....		\$ 510.00

**EXHIBITORS WISHING TO RETAIN 2017 EXHIBIT AREA ARE ASKED TO RETURN THIS CONTRACT BY JUNE 1<sup>st</sup>, 2017.**

#### UTILITIES-All three show days

- 110 Volt \$50.00
  - 208 Volt \$90.00 Single Phase
  - 208 Volt \$125.00 Three Phase
  - Wireless Internet Service \$30.00
- Please check correct box(s)

Please reserve \_\_\_\_\_ booth(s)

Booth Total Cost = \$ \_\_\_\_\_

Total Cost of Utilities = \$ \_\_\_\_\_

**25% Deposit of Total Cost** (due with contract) - \$ \_\_\_\_\_

Balance Due Nov. 17<sup>th</sup>, 2017 = \$ \_\_\_\_\_

3% Discount if balance is paid by Nov 17<sup>th</sup>, 2017. Total Booth Cost \$ \_\_\_\_\_ x .03 = - \$ < \_\_\_\_\_ >

**Final Balance** \$ \_\_\_\_\_

**PAYMENT IN U.S. DOLLARS ONLY. CHECK OR CREDIT CARD PAYMENTS ARE ACCEPTED. PAYABLE TO TRADEXPOS INC.**  
 We accept Discover, MasterCard, or Visa (circle the one you will use) a 4% convenience fee will be added. This convenience fee is non-refundable.

Card Number \_\_\_\_\_ Billing Zip Code \_\_\_\_\_ Expiration Date \_\_\_\_/\_\_\_\_

Street Address \_\_\_\_\_ Three Digit Security Code \_\_\_\_\_

Print Card Holder Name As It Appears on the Card \_\_\_\_\_ Signature of Card Holder \_\_\_\_\_ Date \_\_\_\_\_

**NO BOOTH ASSIGNMENT WILL BE MADE WITHOUT A SIGNED CONTRACT AND DEPOSIT. NO REFUND AFTER NOV. 17, 2017.**  
**NO EXHIBIT SETUP UNLESS ALL BOOTH DISPLAY CHARGES ARE PAID IN FULL.**

### EXHIBITOR INFORMATION:

Company Name (as to appear in show guide) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Website \_\_\_\_\_ e-mail \_\_\_\_\_

Contact Person (please print) \_\_\_\_\_ Phone \_\_\_\_\_

Signature \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

Products & Services to be displayed (include brand names you'd like listed in show guide) \_\_\_\_\_

Special requests \_\_\_\_\_

Billing Address (if different) \_\_\_\_\_

City, State, Zip \_\_\_\_\_

## CONTRACT FOR EXHIBITOR SPACE

(Continued)

In consideration of the mutual covenants hereafter set forth, the parties contract the following:

1. **TRADEXPOS, INC.** will permit the Exhibiting Party to use exhibit space subject to the expressed conditions enumerated herein. **TRADEXPOS, INC.** reserves the right to accept or reject a contract and to designate the area and specific location of space rented. The violation by the Exhibiting Party of any condition expressed or implied in the rules and regulations shall, at discretion of **TRADEXPOS, INC.** terminate this agreement; where upon the Exhibiting Party shall immediately vacate the above described space and forfeit, as liquidated damages, any funds paid to **TRADEXPOS, INC.** **TRADEXPOS, INC.** reserves the right to the final decision on accepting contracts and space assignments - no specific space location is guaranteed.
2. In no case shall the Exhibiting Party allow other individuals or organizations to sublease or rent exhibition space without the prior knowledge and approval of **TRADEXPOS, INC.** **All exhibitors are required to exhibit inside their purchased display area. No selling, discussion or sales approach in the walkway/isle adjacent to their purchased display area.**
3. Set up times will be assigned per booth locations as spelled out in your move-in letter, mailed at least 30 days prior to the show. Deadline for set-up is 6:00 pm, **(January 8, 2018)** unless otherwise agreed upon. Exhibits shall remain intact until 4:00 pm **(January 11, 2018)**. All exhibits must be removed from the show floor no later than 8:00 pm. **TRADEXPOS, INC.** will not be responsible for any items left at show site after the close of the Farm Show.
4. No signs, aerial pieces, or other devices shall extend above the normal height of the 8' high back drop of exhibits without prior approval of **TRADEXPOS, INC.** The maximum height of 8' is allowed only in the rear half of the booth with a 4' height restriction imposed on all materials in the remaining space forward toward the isle so as not to obstruct the sight line of neighboring exhibitors. Any use of microphones or sound amplifying devices must be kept at a non offensive level, the volume must be within reasonable levels and must not interfere with other exhibitors. Radio and background music are not allowed before during or after the show. DVD presentations must have the prior approval of **TRADEXPOS, INC.** **The use, distribution or sale of helium gas balloons is prohibited. Due to liability issues no family pets in exhibit booths unless it is a certified service animal with correct papers!**
5. No food/sample items may be given away or sold without complying with state health codes, the prior approval of **TRADEXPOS, INC.** and the facility. **No in the shell salted peanuts can be given away!!** **TRADEXPOS, INC. reserves the right to allow or not allow the running of indoor heaters (waste oil, electrical, diesel, kerosene, propane) in display space.**
6. This agreement for exhibit space specified above shall be subject to acts of God or any condition or circumstances beyond the control of **TRADEXPOS, INC.** which shall prevent the carrying out of some or all of the Farm Show, upon the occurrence of such event, **TRADEXPOS, INC.** shall have the right to terminate this agreement without liability of any nature.
7. The Exhibiting Party indemnify, save and hold harmless **TRADEXPOS, INC.** from and against any and all claims, demands, actions or causes of actions, suits at law or inequity of any nature or character arising out of or by reason of any act or omission of the Exhibiting Party or its agents in the performance of the rights, duties, and obligations of the second party under this agreement.
8. The Exhibiting Party understands that **TRADEXPOS, INC.** assumes no responsibility or liability for any property of the second party which may be located on the premises or for drayage received and stored.
9. The Exhibiting Party warrants that it has in effect and shall maintain for the period of this agreement for the mutual benefit of both parties a policy of public liability insurance against claims for personal injuries or death, or damage to property occurring upon, in, or about the herein rented premises; in limits of not less than \$1,000,000 combined single limit by virtue of second party's authorized signature. The second party will supply certificate of insurance naming **TRADEXPOS, INC.** as additional insured.