

Exhibitor Guidelines and Policies – 2017 Twin Ports Motorcycle Expo

- 01.) No exhibitor may sublet space or hand out literature or products for a person or business that is NOT exhibiting at the Twin Ports Motorcycle Expo without the sole permission of AA Promotions, Inc. hereinafter referred to as Management. Any exhibitor doing so will be asked to stop immediately. Violation of this policy could mean expulsion from the Twin Ports Motorcycle Expo without a refund of exhibitor fees.
- 02.) In the event the exhibitor fails to pay all monies owed by the agreed dates, deposits and/or fees paid shall be forfeited and exhibit space reservation cancelled. This agreement cannot be cancelled within 30 days of the event without forfeiting all previously paid deposits and/or fees.
- 03.) Exhibit space only includes an 8' banquet table and two folding chairs if needed. Furnishings, decorations, signage, etc. shall be the sole responsibility of the exhibitor.
- 04.) Exhibitor agrees to staff their exhibition space from 11AM through to 5PM on the day of the show. NO goods or displays are to be removed before 5PM. Any exhibitor removing exhibits prior to the 6PM conclusion of the event is subject to a \$100 early removal fee.
- 05.) Management reserves the right to make changes in exhibitor space locations with no advance notice to the exhibitor.
- 06.) Management reserves to right to prohibit or decline any exhibit, exhibitor, proposed exhibit or exhibitors not approved by the Management and to permit only such matter and conduct as approved by Management.
- 07.) All decorations and displays must be flameproof and pass inspection by all designated authorities.
- 08.) In case the premises are destroyed by fire or the elements, or by any other causes, or in case any circumstances whatsoever, including strikes or storms shall make it impossible for Management to permit any exhibitor or exhibitors to occupy the premises, the Twin Ports Motorcycle Expo and AA Promotions, Inc., event producers, are released from any and all claims for damage which might arise in consequence thereof.
- 09.) In the event the show is not held, the Twin Ports Motorcycle Expo and its producers, on refunding of all monies received from an exhibitor or exhibitors, shall be release from all claims for damages.
- 10.) All displays, distribution of literature, sales, live models, etc. will be conducted INSIDE the assigned exhibitor space unless approved in advance by Management. No exhibitor may send staff around the premises distributing materials or advertising. Music/AV levels at booths cannot be excessive and disrupt other exhibitors. Excessive/intrusive audio levels are a violation of the Exhibitor Guidelines and Policies.
- 11.) Management reserves the right to name exclusive sponsors for the Twin Ports Motorcycle Expo.
- 12.) Any samples distributed of food or beverage must be pre-approved by Management and must be in accordance with all applicable rules and regulations set forth by Wessman Arena and the Douglas County Health Department and must be in sample portions only.