



2nd Annual  
**Chickasha SpringFest**  
 March 26 & 27, 2010  
 Grady County Fairgrounds & Expo Center

**Space Contract**

The exhibitor agrees that upon acceptance this application shall be deemed to form a binding contract between the exhibitors and the Chickasha Chamber of Commerce. The Chickasha Chamber of Commerce, the "Organizer," and the exhibitor agrees to abide by the terms set forth in the terms and conditions, which form an integral part of the contract between the Organizer and the exhibitor. The contract is deemed binding when the Organizer receives a non-refundable deposit or an executed and signed contract.

Company Name (to appear on sign, up to 26 characters): \_\_\_\_\_  
 Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_ Website: \_\_\_\_\_

READ "EXHIBITOR GUIDELINES" ON REVERSE BEFORE SIGNING

Contract cannot be accepted without signature and date

Signature: \_\_\_\_\_ Date signed: \_\_\_\_\_

**Booth Information**

8' x 10' Indoor Pipe & Drape or 10' x 20' Outdoor Spaces (limited)

- Chamber Members \$100
- Non-Members \$150
- Additional Booth(s) \$ 50
- Table and chairs (limited) \$ 20

Number of Additional Booths    1    2    3

**Desired Booth Location**

Please indicate by booth number your first, second, and third location choice.

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

CHECK HERE IF ELECTRIC OUTLET NEEDED \_\_\_\_\_  
(110 VOLT ONLY)

Pipe & Drape includes one 8' high back wall with 4' high side arms and one 7" x 44" company identification sign limited to 26 characters and spaces. Table and chairs option includes one 6' or 8' table and two chairs. Additional tables, chairs, drapes and other supplies are available upon request.

TOTAL \$ \_\_\_\_\_

BOOTH DEPOSIT \$ \_\_\_\_\_

**Schedule**

Friday, March 26.....Move in: 8 am – 3 pm  
 Friday, March 26.....Show: 3 pm – 7 pm  
 Saturday, March 27.....Show: 9 am – 6 pm

**Payment Information**

All Booths Must Be Paid in Full by Thursday, March 25

**Entry Deadline: Friday, March 19, 2010**

- Our non-refundable deposit of \_\_\_\_\_ is enclosed.
- Our full payment of \_\_\_\_\_ is enclosed.
- Please invoice me for the interim and final booth space payments.

**Please Remit Payment to:**  
 Chickasha Chamber of Commerce  
 P.O. Box 1717  
 Chickasha, OK 73023



Contact: Chickasha Chamber of Commerce  
 405- 224-0787



Second Annual

# Chickasha Spring Fest

March 26 & 27, 2010

Grady County Fairgrounds & Expo Center

## Exhibitor Guidelines, Please READ.

1. EXPO TIME Friday, Mar 26: 3 pm – 7 pm  
Saturday, Mar 27: 9 am – 6 pm

2. MOVE IN TIME Friday, Mar 26: 8 am – 3 pm

3. MOVE OUT TIMES Saturday, Mar 27: 6 pm – 9 pm  
Monday, Mar 29: 8 am – 3 pm

Only exhibitors who have paid their booth rental fees in full may begin moving displays into place at 8 am on Friday, Mar 26 and must be completed by 3 pm that day. All exhibits must be removed from the building by 3 pm on Monday, Mar 29. No exhibits can be removed before the Expo ends at 6 pm Saturday, Mar 27.

4. SUBLETTING – Subletting of exhibit space is prohibited. Two or more firms may not exhibit in a single space unless previously approved by the Chamber staff.

5. BOOTH INFORMATION – Booth partitions will be furnished and are included in rental fees. The height of the back of the wall is 8 feet and the height of the side rails is 4 feet from the floor. All exhibits must fit within the booth space.

### BOOTH COST

8' x 10' Indoor Booth w/Pipe & Drape	
Members	\$100.00
Non-Members	\$150.00
Second Spaces Available for an additional	\$ 50.00
Table & chairs (limited)	\$ 20.00

6. ASSIGNMENT OF EXHIBIT SPACE – Space will be assigned with due consideration to an exhibitor's preferences based upon date of receipt of completed application and the required 50% deposit.

7. CLEANLINESS – All aisles must be kept clear. Exhibits, interviews, demonstrations, distribution of literature, etc. must be made inside of the exhibitor's booth space only. Exhibitor's booths must be able to pass fire marshall's inspection, and the use of nonflammable materials is recommended. **NO SMOKING WILL BE ALLOWED IN THE EXHIBITION BUILDING OR BOOTHS.**

8. SECURITY – Chamber staff and volunteers will serve in this capacity during Expo hours. Expo management will provide a security guard in the exhibit hall during closed hours. EXPO MANAGEMENT SHALL NOT BE RESPONSIBLE FOR INJURY, LOSS OR DAMAGE TO THE EXHIBITOR OR ANY THIRD PARTY. EXHIBITOR AGREES TO INDEMNIFY AND DEFEND EXPO MANAGEMENT FOR INJURY, LOSS OR DAMAGE EXCEPT FOR THAT CAUSED BY THE GROSS NEGLIGENCE OR WILLFUL ACT OF EXPO MANAGEMENT EXHIBITORS SHALL HAVE THEIR OWN INSURANCE TO COVER ALL CONTINGENCIES INCLUDING, BUT NOT LIMITED

TO, FIRE, THEFT, PROPERTY DAMAGE, PERSONAL INJURY AND WORKMAN'S COMPENSATION.

9. ELECTRIC – 110-volt single-phase current will be available to exhibitors without charge upon request.

10. OTHER ELECTRIC, WATER & SEWER SERVICE – Electric service, other than that described in previous paragraph, plus water and sewer are available in the building in certain places. Please consult with Expo Management prior to exhibit space selection if these services are needed.

11. COMPLIANCE – If any exhibitor fails to occupy the space contracted for, or fails to comply in any other respect with the terms of this agreement, Expo management shall have the right to use such space in any manner it decides without releasing the exhibitor from paying the sum agreed upon in this contract.

12. CONDUCT – Expo Management reserves the right to stop or remove from the Expo any exhibitor, or his representative performing any act or practice which in the opinion of Expo Management, is objectionable or detracts from the dignity of the Expo. Each exhibitor must keep spaces clean and exhibits manned. Each booth must be manned during show hours by at least one person.

13. MERCHANDISE – Exhibitor will be permitted to display and/or sell new merchandise only. Exhibitor shall not sell or give away any type of food or drink unless Exhibitor obtains written authorization from Expo Management. No live animals nor alcoholic beverages are allowed in the exhibit area.

14. RETURNED CHECKS – There will be a \$25 charge for returned checks.

15. PAYMENT INFORMATION – A 50% non-refundable deposit for each booth reservation is due with this application.



**Chickasha Chamber of Commerce**  
P.O. Box 1717, Chickasha, OK 73023  
Phone: 405.224.0787 • FAX: 405.222.3730  
[www.chickashachamber.com](http://www.chickashachamber.com)

