

# Petoskey Gift Gourmet & Souvenir Show

April 21, 22, 23, 2018

@ North Central Michigan College Petoskeygiftshow.com

CONNORS CREATIVE SHOWS 21735 Lakeland, Saint Clair Shores, MI 48081-3714

586-775-3326 800-482-1333 FAX 586-775-8712 dennis@connors-inc.com

Firm/Sign-Name \_\_\_\_\_ Your name \_\_\_\_\_

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

Phone \_\_\_\_\_ FAX \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

## 8x10 booth - \$470 Additional booths - \$410

Please check one or both: Order Writing Booth \_\_\_ Cash and Carry Booth \_\_\_

Please reserve: \_\_\_\_\_ 8 deep X 10 wide booth(s). Booth Preference \_\_\_\_\_

Booth cost (see above) \$ \_\_\_\_\_

Corner booth:(additional charge) \$50 each \$ \_\_\_\_\_

Electrical \$55: (\$65 @ show) \$ \_\_\_\_\_

Full page Ad \$50: (Black & White 5" wide x 7.5" tall) in Show Directory: \$ \_\_\_\_\_

**All exhibitors** are listed in the show directory. Ad pricing above is for additional advertising.  
**IF PURCHASING FULL PAGE AD, PLEASE SUBMIT AD COPY ASAP.**

Total amount due \$ \_\_\_\_\_

Deposit: 50% of total. Due with contract: \$ \_\_\_\_\_ Balance due March 1, 2018 \$ \_\_\_\_\_

**MAKE CHECKS PAYABLE TO: CREATIVE SHOWS**

**WE DO NOT ACCEPT CREDIT CARDS. ONLY A CHECK WILL HOLD BOOTH SPACE.**

### NAMES OF PEOPLE IN ATTENDANCE FOR SHOW BADGES

List names of individuals who will be working in the exhibit  
area

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### COMPANY REPRESENTED -

### MERCHANDISE TO BE DISPLAYED

List product/service you will feature in your booth  
This will be used for listing in Show Directory

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### OFFICE USE ONLY

Co. Name on Check: \_\_\_\_\_ Deposit Check #: \_\_\_\_\_ Date: \_\_\_\_\_ Bank: \_\_\_\_\_

Letter Sent: \_\_\_\_\_ Date: \_\_\_\_\_ Amount Paid: \_\_\_\_\_ Balance Due: \_\_\_\_\_ Booth #: \_\_\_\_\_

## LIABILITY

Creative Shows shall not be responsible for any loss, damage or injury that may occur to the Exhibitor or the Exhibitor's employees or property from any cause whatsoever, prior to, during, or subsequent to the period covered by the Exhibit Contract. The Exhibitor in signing the Contract, expressly releases Creative Shows from, and agrees to indemnify the same against any and all claims for such loss, damage, or injury. The Exhibitor must pay for any damages to the building, due to carelessness of the Exhibitor. The Exhibitor understands that neither Creative Shows, nor North Central Michigan Collage maintains insurance covering the Exhibitor's property nor lost revenue and it is the sole responsibility of the Exhibitor to obtain such insurance.

The Exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of injury to persons or damage to premises of the North Central Michigan Collage and agrees to indemnify, defend and hold harmless Creative Shows, North Central Michigan Collage, and its owners, servants, agents and employees against all claims or expenses for such losses, including reasonable attorney's fees, arising out of the use of the Arena premises excluding any liability caused by the negligence of Creative Shows or the Arena or its owners, servants, agents and employees.

The exhibitor agrees to indemnify and hold harmless Creative Shows, sponsoring organizations, exhibit facilities or any other officer or member of these organizations or their subcontractors for any loss, damage, or injury sustained by an exhibitor or any other person caused by fire, theft, water, or accident of any kind.

Show Management is not responsible for heat, air conditioning or any climatic situation beyond their control.

In the event of cancellation of the show due to fire, strikes, acts of god, government regulations, or any cause beyond control, the management shall determine an equitable basis for the refund of such portion of publicity, and exhibit fee as is possible, after consideration of expenditures and commitments already made.

The undersigned agrees to abide by the Conditions, Rules and Regulations of the Show as set forth here and in notices issued in advance of the Show. Acceptance of this binds us to the payment as set above. Deposits are non-refundable if assignments are made. No refunds within 30 days of the show's opening date. We understand the management reserves the right to: demand the release of space for failure of ourselves or our representatives to conform to the rules; withhold refund for failure to occupy; re-allot space; reject any and all applications; and make final decisions where a ruling is requires.

The Exhibitor agrees to abide by the following rules and regulations for the Show. Any deviation, without the express permission of Creative Shows, may result in removal from the show and loss of any Moines paid.

## SHOW REGULATIONS

Booths will be fully set up and ready for business by 9 p.m. Friday.

Behavior in a disorderly, abusive or other manner not generally acceptable to the general public won't be permitted.

The firm or individual's, whose name appears on this contract, takes responsibility for any and all individuals, representing the company, or themselves while at the Show.

Booth displays with sides over 3' in height may not extend more than 8' from the back drape. Special arrangements can be made for displays not meeting these criteria.

Upon directive of the Fire Marshal, all freestanding display units must be exactly within space allowed. **NO EXCEPTIONS.** Exhibit booths posing any potential accident hazards to our show guests will be removed from the show upon request of show management. The individual exhibitor, not Creative Shows, will be liable for violations of any fire regulations. Booth floor space is measured from the stanchion pole out. Items extending into the aisle space will be moved or removed by the Show management. Fire exits must be kept open. The Management reserves the right to decline or prohibit any exhibit Exhibitor, or proposed exhibit, which in the sole opinion of Show Management is not suitable to Creative Show's Market.

No Exhibitor will be permitted to sublet the whole or part of the space.

No space may be shared. No photography or videotaping is allowed.

Creative Shows will not give a refund unless we are able to resell the space.

Most of your questions can be answered at

**Petoskeygiftshow.com**

## EXHIBIT SET-UP TIMES

Thursday, 5 p.m. until 9 p.m.

Friday, 9 a.m. until 9 p.m.

**There will not be set-up time on Saturday morning.**

All booths must be set by 9 p.m., FRIDAY for cleaning of the Exhibit Hall. Please remember all trucks and cars must be removed from the loading area as soon as you are unloaded. This is a non-union Show.

## ELECTRIC

If you plug in and have not pre-paid, you will be charged \$55 during the show.

## TRADE SHOW HOURS

Saturday 9:00 am to 6:00 p.m.

Sunday 9:00 am to 6:00 p.m.

Monday 9:00 am to 4:00 p.m.

## EXHIBIT TEARDOWN

Monday 4:00 p.m. until 7 p.m.

## BOOTH FURNISHINGS

Each 8' x 10' booth will be provided with an 8' tall blue & white draped back wall, 3' high side rails and drapes, 2 chairs, wastebasket, Sales rep name badges, a listing in the show directory and a one-line identification sign, up to 29 characters.

**WE DO NOT PROVIDE TABLES.**

## DECORATOR

The show decorator is: ESI, (Exhibition Services Inc.)  
6907 West Side Saginaw Rd. Suite #3 Bay City, MI 48706.  
Phone:989-686-0660, Fax: 989-686-1560  
[www.esiusaevents.com](http://www.esiusaevents.com)

**All tables** and additional booth furnishings will be handled by ESI. To avoid extra fees, we strongly advise that you place your orders with ESI in advance of the show dates. Orders must be arranged for by the exhibitor, and must be placed directly with ESI.

## SHIPPING INFORMATION

If you want to send UPS, FED EX or U.S. Postal Service to the show, address the parcels to:

Exhibitors Name, Gift Show, NCMC-SCRC, 1515 Howard St.  
Petoskey, MI 49770.

Parcels should not be sent to arrive before April 15, 2018.

## MOTOR FREIGHT

If you want to send motor freight, address the shipment to:

Petoskey Moving Company: 1680 Clarion Avenue Petoskey, MI 49770  
Exhibitors Name, Gift Show, NCMC-SCRC 1515 Howard St  
Petoskey, MI 49770.

Shipments should not be sent to arrive before April 15, 2018.

To contact the freight company call: (231) 347-2300.

**No parcels may be shipped directly to Creative shows.**

## HOTEL INFORMATION

Bay Inn of Petoskey \$49 (888) 321-2500  
Americas Best Value Inn \$49 (231) 347-3925  
Odawa Casino Resort Players Club Rates  
(877) 442-6464