



We're excited to have you as part of the Duluth Women's Expo. Please make sure to review the rules on the second page of this form.

**Payment options:**

1. Pay in full now
2. Pay \$100 deposit then use LP EzPay to amortize payments over the months remaining until the show. Billed monthly thru Paypal.
3. Pay \$100 deposit now, then pay 50% by 10/1/2020 remaining balance by 2/1/2021.

*Please include an ST-19 with your completed form.*

**MAIL COMPLETED FORM AND PAYMENT TO:**

Lundeen Group LLC  
PO Box 161664  
Duluth, MN 55816

**EMAIL TO:**

tracy@lundeenproductions.com

**FAX TO:** (218) 216-8203

Questions? Call 218-727-1177

OFFICE USE ONLY:

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# DULUTH WOMEN'S EXPO

**EXHIBITOR FORM** | FEBRUARY 27, 2021 | DECC | 9AM - 4PM

BUSINESS NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

DAY OF SHOW CONTACT PERSON & PHONE: \_\_\_\_\_

TYPE OF BUSINESS (What you'll be exhibiting): \_\_\_\_\_

**SELECT YOUR BOOTH TYPE**

**Corner Booth w/ Pipe & Drape (8x10) \$675.00** \$ \_\_\_\_\_  
*(Includes 1 skirted 8' table and 1 chair)*

**Standard Booth w/ Pipe & Drape (8x10) \$595.00** \$ \_\_\_\_\_  
*Includes 1 skirted 8' tables and 1 chair*

**Small Booth w/ Pipe & Drape (8x5) \$395.00** \$ \_\_\_\_\_  
*Includes 1 skirted 4' tables and 1 chair*

**ADD:**

**Electrical - \$80** \$ \_\_\_\_\_

**Bag Stuffer - \$100** \$ \_\_\_\_\_

**Magazine Ad (see separate form)** \$ \_\_\_\_\_

**Total Due: \$ \_\_\_\_\_**

**50% by 10/1/2020, remaining balance by 2/1/2021**

**CHOOSE PAYMENT TYPE**

Check  Credit Card (choose amount)

*Please charge my card:  \$100 Deposit  Full Amount*

**Please sign me up or LP EzPay:**  Yes  No

**NAME ON CARD:**

**CARD NUMBER:**

**EXPIRATION DATE:** \_\_\_\_\_ / \_\_\_\_\_ **CVV:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

By signing this agreement I am agreeing to participate in the Duluth Women's Expo at the DECC for the fee listed above and paid by the option acknowledged above. This also acknowledges that I have read and understand the rules of the show, including cancellation terms.

# ADDITIONAL TERMS & CONDITIONS

## PLEASE READ

1. Exhibitor cannot sublet space or hand out literature or display product belonging to a person or business that is NOT exhibiting at **DULUTH WOMEN'S EXPO** without the sole permission of the Management. Additionally exhibitor is prohibited from distributing or promoting any other events construed as being in direct competition with **DULUTH WOMEN'S EXPO**. Any exhibitor doing so will be asked to stop immediately. Violation of policy could mean expulsion from Women Rock without a refund or exhibitor fees.

2. In the event that Exhibitor fails to pay balances by agreed dates, deposits, and/or fees paid shall be forfeited and exhibit space reservation cancelled. This agreement cannot be cancelled within 45 days of the event date without forfeiting all previously paid fees and deposits, and furthermore if cancelled within 45 days of the event, any unpaid balances are due and payable in full.

3. Exhibit space, as provided by **DULUTH WOMEN'S EXPO**, only includes what is listed on the reverse side. Furnishings, internet service, decorations, etc. shall be the responsibility of the exhibitor.

4. Exhibitor agrees to staff Exhibition space during all hours show is open. NO good or displays are to be removed from the show during show hours. Any exhibitor removing exhibits prior to the **4PM** conclusion of the event is subject to a \$300 early removal fee.

5. **THEFT** The Lundeen Group LLC is not responsible for materials and items left in booth.

6. Management reserves the right to make changes in exhibitor space location with no advance notice to the exhibitor.

7. Management reserves the 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.

8. All decorations must be flameproof and pass inspection by all designated authorities.

9. **INSURANCE, LIABILITY, AND INDEMNIFICATION** All exhibitors, their contractors and suppliers working at the Expo, are required to carry liability and property insurance. Exhibitor agrees that the Lundeen Group LLC or their respective officers, directors, employees, and/or agents (hereinafter

"Indemnities") are not responsible for loss or damage to any property of exhibitor, in storage, in transit, to and from, and within the confines of the venue. Exhibitor agrees that Indemnities are not responsible for any damages or charges imposed for violation of any law or ordinance, whether due to exhibitor or agent of the exhibitor. Exhibitor shall indemnify, defend and hold harmless Indemnities against and from any and all losses, costs and damages, liability, or expenses (including attorney's fees) arising from or by reason of any accident, bodily injury, property damage, or other claims to any person, including exhibitor, its employees, agents, or invitees, arising out of or related to Exhibitor's occupancy of use of expo premises.

10. In case the premises are destroyed by fire or the elements, or by any other causes, or in causes, or in case any circumstances whatsoever, including strikes or storms shall make it impossible for the Management to permit any exhibitor or exhibitors to occupy the premises, **DULUTH WOMEN'S EXPO** and the Lundeen Group, LLC, event producers, are released from any and all claims for damage which might arise in consequence thereof.

11. In the event the show is not held, **DULUTH WOMEN'S EXPO** and the Lundeen Group, LLC are released from any and all claims for damages upon refunding all the monies received from an exhibitor or exhibitors.

12. Should inclement weather force the producer to postpone and reschedule the show, all fees paid will be transferred to the rescheduled date. No exceptions.

13. **ATTENDANCE DISCLAIMER** The projected number of attendees expected to participate at the expo is not guaranteed. It is based on attendance of past events.

14. 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 Exhibit Hall distributing materials or advertising. Music/AV levels at booths cannot be excessive and disrupt other exhibitors. Excessive/intrusive audio levels are a violation of Exhibitor Agreement.

15. Management reserves the right to name exclusive sponsors for **DULUTH WOMEN'S EXPO**

16. Any samples distributed of food or beverages must be pre-approved by Management and must be in accordance with all applicable rules and regulations as set forth by the DECC and the St. Louis County Health Department and must be sample portions only.