

Contract for Exhibit Space
QUAD CITIES FARM EQUIPMENT
SHOW

QCCA EXPO CENTER, ROCK ISLAND, ILLINOIS
JANUARY 15 thru 17, 2023

It is agreed that the Quad Cities Farm Equipment Show will furnish us, as an Exhibitor, the following, which is included in our exhibit space rental:

1. We are to have a minimum of 2 days to arrange our exhibit prior to the opening of the show. All exhibitors will have 24 hours to move out after the Show closes January 17, 2023 and all exhibits must be removed by Wednesday, January 18, 2023 at 2:00 PM..
2. The Quad Cities Farm Equipment Show will be well advertised and publicized.
3. No irksome restrictions. We can distribute literature from our booth. We can take orders for merchandise, MAKE ACTUAL DIRECT SALES. Build our own booth if we choose, so long as it does not block another Exhibitor's booth.
4. The Management shall have full power in the matter of the interpretation and enforcement of all rules and regulations hereto, and the rules and regulations printed on the back of this contract are referred to and made a part hereof as though fully incorporated herein and the said Exhibitor agrees to abide by each and every rule as now existing or here- after changed.
5. The products we will exhibit are: (MUST be filled out) _____

Rules and Regulations Governing:

QUAD CITIES FARM EQUIPMENT SHOW

January 15 thru 17, 2023

QCCA EXPO CENTER — ROCK ISLAND, ILLINOIS

SHOW HOURS Sunday, January 15 – 10:00 A.M. to 5:00 P.M. Monday, January 16 – 9:00 A.M. to 5:00 P.M. Tuesday, January 17 – 9:00 A.M. to 3:00 P.M.

SECURITY – The Management will provide necessary security for the building during the hours the exhibition is closed. No other persons will be permitted in the building after closing each night.

DECORATIONS, SIGNS, ETC. – A Booth Background (8' High Drape) and 2 Side Rails (3' High) will be provided by Show Management to all 10' x 10' Spaces, you may furnish your own Booth Background as an alternative, *but if it is cloth, it must be fireproof*. Special booths or displays will be permitted providing they comply with all general rules of the Exposition.

INSURANCE. – Exhibitors must insure their exhibits at their own expense. The Management will not be responsible for any injury that may arise to Exhibitors or their employees, or for the loss of, or damage to, any material or products from any cause whatsoever, while in transit to or from the building or while in the exhibition building.

EXHIBIT REMOVAL. – All exhibits must be removed from the building by Wednesday evening, January 18 at 6:00 P.M.

ELECTRICITY, GAS AND WATER. – Exhibitor will contact the Official Electrician for electrical requirements. All prefab exhibits containing electrical wiring must conform to the City of Rock Island's code. Any question regarding this matter should be taken up with Management

prior to moving in time *ALL DECORATIONS MUST BE FIREPROOF.* – All bunting, draperies, or other fabrics must be fireproofed before entering into the decoration of an exhibit. Fireproofed materials must meet specifications of Rock Island Fire Department. Paper decorations, cut evergreens or branches, plastic flowers or plants are not permitted. Be sure to read detailed information in Exhibitor's manual.

EMPLOYEE'S IDENTIFICATION BADGES will be issued upon receipt of typed application from Exhibitors, giving names of adult working employees.

DIVISION OF SPACES. – The Management will not permit the subletting of spaces or the exhibition of anything not specified in the contract.

CHARACTER OF EXHIBITS. – The Management will decline and prohibit the installation of any exhibit not approved of by them. Distribution by the Exhibitors of any printed matter, souvenirs or other articles shall be restricted to within the space occupied by their exhibits.

Throwing souvenirs, loud shouting, or any unnecessary noise to attract attention is not allowed.

LIABILITY – *A.* Management will not be liable for any damage done to exhibits by fire or any other natural element, nor will it be liable for injuries to Exhibitors or their employees, for damage to property in their custody, owned or controlled by them, which claims for damages, injuries, etc., may be incidental to, arise from or be connected with their use or occupation of space, and the Exhibitors shall indemnify and hold the Management harmless against any such claim. All Exhibitors assume full liability and shall hold Management harmless from any claims for injury to persons or property within the booth assigned to and occupied by them which may be caused by or result from any act of omission on the part of any agency or employee of the Exhibitor or caused by or result from any demonstration by the Exhibitor. *B.* If for any reason beyond the Producer's control, the Quad Cities Farm Equipment Show, to be held at the QCCA Expo Center, Rock Island, Illinois, January 15-17, 2023 cannot be conducted as set forth in the contract signed with you and/or the building is destroyed by fire or some other catastrophe should happen to the building beyond the Producer's control, the Producer shall be excused for performance under this contract and all exhibitor deposits will be returned.

EXHIBITION ERECTION. – Exhibits may be installed on Thursday, January 12 at 8:00 A.M. up to Sunday morning, January 15. The Management will not allow any noise or moving of exhibits after this time.

CARE OF EXHIBITS. – The Management will sweep and clean the aisles, but Exhibitors must at their own expense keep their spaces cleaned and in good order. Exhibits must re-main intact on closing day, Tuesday, January 17 until 3:00 P.M. No goods can be removed before that time. The Exhibitor must have an attendant in charge of his exhibit each day during the hours the Exhibition is open.

EXHIBITOR'S MANUAL. – An Exhibitor's Manual containing all pertinent information such as building and contractor services and rates, Show hours, booth identification, signs, electrical work, hotel information, etc., which will aid you in coordinating your exhibit, will be mailed in ample time, approximately 10 weeks prior to Show opening.

Direct All Inquiries to: QUAD CITIES FARM EQUIPMENT SHOW
2621 4th Avenue • Rock Island, IL 309-788-5912 • FAX: 309-788-9619 also
rjunker@qccaexpocenter.com

Pursuant to the terms and conditions of this contract, I hereby subscribe for _____ booth(s) at the 2023 FARM EQUIPMENT SHOW at a rental cost of \$ _____ dollars.

Booth Space:

	Quantity	Total
10x10 ft. booth (no commission fees)	_____ x \$480.00 each	_____
Additional booths	_____ x \$460.00 each	_____
Bulk space \$4.00 per square feet minimum 400 feet	_____	_____
	_____	_____
Total Booth Rental Cost		\$ _____

Equipment Rental:

	In Advance	At Load-in	Quantity	Total
Dressed table (30" table skirt top)	\$35.00	\$45.00	_____	_____
Dressed table (40" table skirt top)	\$35.00	\$45.00	_____	_____
Table 8 ft. x 30" high	\$25.00	\$30.00	_____	_____
Table 8 ft. x 40" high	\$25.00	\$30.00	_____	_____
Padded stool	\$11.00	\$15.00	_____	_____
Chair	\$7.00	\$9.00	_____	_____
Easel (wood tripod)	\$7.00	\$8.00	_____	_____
Wastebasket	\$4.00	\$5.00	_____	_____
Color TV/W/DVD	\$100.00	\$125.00	_____	_____
Carpet 10x10	\$25.00	\$30.00	_____	_____
Forklift per hour (\$25 minimum)	\$50.00	\$65.00	_____	_____
220 Volt Electric (available upon request)			_____	_____
Electric 110 volt duplex	\$65.00	\$90.00	_____	_____
Total of all Equipment Charges				_____
Plus Total Booth/Bulk Space				_____
Sub-Total				_____
Less Deposit				_____
Balance due				\$ _____

Retailer's Company Name

Authorized Signature (Exhibitor)

Date

Authorized Signature (QCCA)

Date

Mailing Address

City

State

Zip

Telephone

Fax#

Email