



TABLE EXHIBITOR CONTRACT

HOME, GARDEN, & LIFESTYLE SHOW - APRIL 6-7, 2019

This agreement is with Home Builders Association of Eastern New Mexico (HBAENM), for an exhibit table for the 2016 Home, Garden, & Lifestyle Show, to be held at the Curry County Events Center and Fairgrounds, 1900 E. Brady in Clovis, New Mexico.

Dates and hours are as follows: **Saturday, April 6 - 10:00 AM to 5:00 PM** and **Sunday, April 7 - 11:00 AM to 5:00 PM**

PLEASE SEND IN YOUR CONTRACT AND PAYMENT ASAP.

TABLE: \$150.00 PER TABLE

• **Table space includes:** one (1) draped table & two (2) chairs.

Space will be assigned by event staff, based on layout, and date of receipt of contract and fees.

TABLE REQUIREMENTS	TOTAL
<input type="checkbox"/> # OF TABLES @ \$150 EA. <input type="checkbox"/> DIVIDED OR <input type="checkbox"/> CONTINUOUS	
ELECTRICITY: <input type="checkbox"/> YES \$30 PER EXHIBITOR	
INTERNET: <input type="checkbox"/> YES \$30 PER EXHIBITOR	
PHONE: <input type="checkbox"/> YES \$20 PER EXHIBITOR	
TOTAL	

PLEASE READ TERMS AND CONDITIONS ON NEXT PAGE BEFORE SIGNING

Company Name: _____ Contact Name: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____

Email: _____ Exhibitor Signature: **X** _____

PLEASE GIVE A BRIEF DESCRIPTION OF TABLE MERCHANDISE:

PAYMENT METHOD

Amount: \$ _____ Check Credit Card

PLEASE CHARGE MY CREDIT CARD VISA M/C

Please note this will include a 4% processing fee

Card #

Expires: _____ CVV

Zip code of the billing address for the above card _____

Make checks payable to:
HBA of Eastern New Mexico

Mail contract & payment to:
621A Main St., Clovis, NM 88101

Or call 575-762-4342

**If you have any questions,
call the HBAENM office 575-762-4342
or Todd Farrell 575-742-1100 or 575-714-3232.**

WWW.CLOVISHOMEANDGARDEN.COM

HOME BUILDERS ASSOCIATION OF EASTERN NEW MEXICO

2019 Home, Garden, & Lifestyle Show

TERMS and CONDITIONS

Please retain this page for your reference. It does not need to be returned with your contract.

EXHIBIT INFORMATION

Set-up times are: 10:00 AM - 8:00 PM, Friday, April 5 Booths must be completed by 9:30 AM, Saturday, April 6

NEW - Up to FOUR exhibitor badges will be issued for each business. All entry will be through the main doors and exhibitors must have a badge for entry or pay the admission fee. Family members of volunteers will need to pay admission.

There will be important announcements 30 minutes prior to the opening of the Show in the main exhibit area on Saturday morning. Please have a representative present.

Booth contents should reflect Home, Garden and Lifestyle products and services. Contents of the display must remain within your designated space.

Standard booths will have an 8' back drape, 3' side drapes, and one draped table that should not be removed from the venue.

Demonstrations and/or operation of equipment must be approved by HBAENM Home, Garden, & Lifestyle Show Committee.

No food or beverages may be brought in the venue for distribution (Candy is allowed; room temperature bottled water is allowed with your business label). Concessions will be provided.

Smoking is not allowed inside the venue.

Booths must be manned throughout the show. Empty booths are detrimental to other exhibitors and the quality of the show. Exhibitors are not to dismantle until 5:00 PM, Sunday, April 8. Failure to comply may impact future participation in the show.

Tear-down must be completed Sunday evening or between 8:00 AM and noon, Monday, following the show.

ADMISSION, DOORPRIZES AND LEGAL

There will be an admission charge to the public for entry to the Show. Adults 12 & over \$3.00, Children 5-11 \$1.00. Children under 4 years old free if accompanied by an adult. Exhibitors should use the badges provided for entry.

DOOR PRIZES: Donations for "on the hour" door prizes at the HBAENM Home, Garden & Lifestyle Show must be indicated on the contract, to be included in our official door prize listing. Drawings are allowed in exhibition booths but will not be announced via intercom. Exhibitors should contact winners of their private drawings, or post winners names in their booth.

A new Trivia Passport will be available to drive traffic to participating booths. Please see our website or contact the office to participate.

Note: HBAENM will sponsor two \$200 drawings (one on Saturday and one on Sunday) from the day's entry tickets to be spent with any Exhibitor in the Show. These may be redeemed by the winner in your booth or business. They are for merchandise only and not cash. If redeemed with your business, please contact our office with proof of the purchase and the winner's name and we will issue payment.

By signing this contract, Exhibitor hereby agrees to indemnify and hold harmless Home Builders Association of Eastern New Mexico, Curry County Events Center, Curry County and each of their officials, officers, agents and employees, from and against any and all claims, demands, defense costs, liability, expense, or damages (direct and indirect) of any kind or nature arising from or in connection with Exhibitor's use and/or occupancy of the Curry County Events Center, including any damage or loss of any property belonging to Exhibitor. Exhibitor also agrees to abide by all terms and conditions in this document.

Deposits are required to reserve booth space.

Exhibitor information will be shared with media partners unless the opt out box is checked on this contract.

Cancellations: Cancellations are allowed by December 31, 2018 and deposits or payments will be refunded in full (Minus processing fee if made with a credit card.) Cancellations made in January-February will receive a refund minus a \$50 administration fee. Cancellations within 30 days of the show are not eligible for refund.