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# Home, Reno, and Garden Show

## Rules and Regulations

### Booth Cleaning

Exhibitors are responsible for cleaning their own booth space.

- Empty Crates and Packaging
  - No crates or packaging are permitted to be left in any of the exhibitor areas that would cause perceived as unnecessary clutter or a safety risk.

### Booth Dimensions/Construction

All exhibitor displays and materials must stay within the confines of their assigned show space. To avoid spectator congestion no materials or representatives are permitted to showcase their products in the aisles. Exhibitor displays, signs, or materials must not enter the assigned space of another exhibitor.

### Contravention of Law

It is the responsibility of exhibitors to assure that all necessary permits and licenses needed to showcase their products are obtained before arrival at the show. If Exhibitors fail to do so their section may be closed at the discretion of the event staff.

### Delivery of On Site Goods

All goods delivered on site must be marked with the exhibitors name and space number. No delivery that require payment of fees will be accepted.

### Draws/Tickets

Any draws or raffles offered by the exhibitor (not including draws and raffles offered by the Home, Reno and Garden show staff) must be approved in advance by event management once prize and draw details have been provided. The winners name and contact information will also be provided to the Home, Reno and Garden Show once the draw is complete.

Any draws that involve the sale of tickets will not be permitted unless first approved by show management. If permitted the exhibitor is responsible for any license required for ticket sales.

### Hours

Exhibitors will take possession of the space during the schedule time issued bellow.

- Rink 1 - 5:00PM, Thursday, May 12<sup>th</sup>
- Rink 2 - 7:00AM, Thursday, May 12<sup>th</sup>
- Outside - 7:00AM, Friday, May 13<sup>th</sup>

All booths must be in good order and completed by 5:00PM, Friday, May 13<sup>th</sup>, 2016.

### Lifts and Labour

Event staff are to be informed at least 2 weeks before the set up day of any need for an onsite forklift for scheduling purposes. Only lifts provided by the event staff are permitted to be used.

### Logo/Name

Use of The Home, Reno, and Garden Show logo is not to be used without the permission of event management.

### Insurance

Exhibitors are required to supply their own insurance for their exhibit area and all persons and items in that space. The exhibitor also agrees to indemnify and hold The Home, Reno, and Garden show including all staff harmless from any and all claims or actions. The exhibitor assumes the risk of exhibiting and The Home, Reno, and Garden show shall not be held liable for any bodily injury sustained by, or death of, and, individual, not for any loss of, or damages to, any property in connection with the exhibit.

### Interruption of Use of Premises

In case the premises are destroyed or damaged by fire or the elements, or by any other cause, or in case any circumstances whatsoever, including strikes, shall make it impossible or impracticable for The Home, Reno, and Garden show in its' sole discretion to permit any Exhibitor or Exhibitors to occupy the premises, the Exhibitor or Exhibitors shall pay for space only for the period that the space was or could have been occupied by the Exhibitor or Exhibitors, and The Home, Reno, and Garden show is released from any and all claims for damage which might arise in consequence thereof. In the event that, for any reason, the show is not held as proposed, The Home, Reno, and Garden show, on refunding of moneys received from an Exhibitor or Exhibitors, in accordance with the preceding sentence, shall be released from all claims for damages.

### Sale of Products

The exhibitor is responsible for collecting and claiming all applicable taxes during sales on event site.

### Security

24hr security will be provided onsite however the exhibitor agrees that The Home, Reno, and Garden Show hold no responsibility for theft or damage of exhibitor property. Exhibitors are responsible for assuring that no valuables are left accessible for theft.

### Other Damages

Any damages caused by an exhibitor will be the financial responsibility of the exhibitor who caused the damages.

### Sub-letting Space

Exhibitors are not permitted to sub-let their space without the permission of show management.

### Parking

Exhibitors are only to park their vehicles and trailers in the designated space provided to them by event staff. Exhibitors are not permitted to impact the flow of traffic.

### Cancellation

No deposits will be refunded due to exhibitor cancellation. Exhibitors have to confirm their cancellation more than 90 days before the set up day or they will be responsible for paying the full space amount.

### Annulment of Allotment

If exhibitors fail to pay in full for their exhibit space by the assigned deadline their deposits will not be refunded and their space will be issued to another exhibitor if available.

### Finishing

All exhibition space is to have a “finished” look to assure the highest quality of event.

### Working Exhibits

Working exhibits are permitted as long as they don't impact the free flow of traffic.

### Flammable Goods

All exhibitors are subject to the requirements of the St. John's Fire Department. This means if they classify part of an exhibit to be unsafe it will not be permitted on the premises.

### Signage

All signage to be suspended or hung at a height over 8ft must be done by Eastern Audio staff. Sufficient notice must be provided in this service is required.

### Refund Policy

The Home, Reno, and Garden Show reserves the right to determine if any refunds will be granted to exhibitors in the event of a cancellation by an exhibitor.

### General

- The Home, Reno, and Garden Show reserves the right:
  - What meaning is to be placed on any expression used in the rules and regulations of the Home, Reno, and Garden Show.
  - To add, remove, or alter any of these regulations.
  - To refuse admission, require the removal of any article from the exhibition without giving reason.
  - No claims shall be made against The Home, Reno, and Garden Show.