



5705 Grant Creek Road  
 Missoula, Montana 59808  
 800-CALL ELK  
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**27th ANNUAL ELK CAMP AND EXPOSITION  
 RENO SPARKS CONVENTION CENTER  
 RENO, NEVADA  
 MARCH 3-6, 2011**

PHONE: (406)523-4500 • FAX: (406)523-4550 • Email: [convention@rmef.org](mailto:convention@rmef.org)

**EXHIBIT HALL BOOTH RENTAL APPLICATION**

COMPANY \_\_\_\_\_

MEMBERSHIP NUMBER \_\_\_\_\_

CONTACT PERSON *(person to whom exhibit materials are to be sent)* \_\_\_\_\_

DAY PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CEL PHONE \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

FAX \_\_\_\_\_

WEB ADDRESS \_\_\_\_\_

EEMAIL ADDRESS \_\_\_\_\_

EXACT WORDING FOR YOUR BOOTH SIGN/PROGRAM \_\_\_\_\_

PRODUCTS / SERVICES *(Photo and/or brochure required for new vendors.)*

- |  |  |
|--|--|
| <input type="checkbox"/> 10 x 10 Booth = \$1,000     | <input type="checkbox"/> 10 x 20 Booth = \$1,900                                       |
| <input type="checkbox"/> 10 x 10 End Booth = \$1,100 | <input type="checkbox"/> 10 x 20 End Booth = \$2,000                                   |
| <input type="checkbox"/> 10 x 15 Booth = \$1,400     | <input type="checkbox"/> 10 x 20 Double End Booth = \$2,100                            |
| <input type="checkbox"/> 10 x 15 End Booth = \$1,500 | <input type="checkbox"/> Greater than 20 feet = \$950 x # of booths + \$100 per endcap |

\_\_\_\_\_ **BOOTH NUMBER(S)**

\_\_\_\_\_ **TOTAL BOOTH SIZE**

\$ \_\_\_\_\_ **BOOTH PRICE**

\$ \_\_\_\_\_ **50% DEPOSIT**

\$ \_\_\_\_\_ **AMOUNT DUE**

**METHOD OF PAYMENT**

- Check    Cash    Visa/MC    Amex    Discover

Card #: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Application is hereby made to rent exhibit space at the RMEF 27th Annual Elk Camp and Exposition, in Reno, Nevada on March 3-6, 2011. The rules and regulations stated on the reverse of this agreement, as well as any addenda to these rules, are part of this Application and Exhibit Agreement and the Exhibitor expressly agrees to accept and abide by all rules and regulations pertaining to the RMEF Exhibit Hall. **Please note: Electricity, chairs, tables, and carpet are not included in the price of the booth. These items can be ordered directly from the designated decorating company at a later date.**

**Membership fees (\$35) are not included in the price of the booth.** If you are not a current member of the RMEF, this fee will be an additional charge. Full Exhibit Booth payment, as well as **current membership status** in the RMEF through the show dates, shall be due and payable by November 30, 2010. No booth space shall be assigned without a signed application and 50% deposit of booth space rented. RMEF reserves the right to refuse booth space to anyone.

**CANCELLATION POLICY:** If cancellation notification is received by RMEF, at RMEF's address above, by October 31, 2010, Exhibitor will receive full refund less a \$50 cancellation fee. If cancellation notification is received by December 31, 2010, Exhibitor will receive a 50% refund. If cancellation notification is received after January 1, 2011, Exhibitor will receive no refund.

I have read and understand the rules and regulations on the reverse side for the RMEF Exhibit Hall, I understand they are a part of this application and agreement and I agree to abide by them. (NO BOOTH SPACE WILL BE CONFIRMED WITHOUT SIGNATURE.)

\_\_\_\_\_ **EXHIBITOR SIGNATURE**      \_\_\_\_\_ **DATE**      \_\_\_\_\_ **RMEF REPRESENTATIVE SIGNATURE**      \_\_\_\_\_ **DATE**

# EXHIBIT HALL REGULATIONS

## EXHIBITOR HEREBY AGREES TO ABIDE BY THE FOLLOWING RULES AND REGULATIONS. NO BOOTH WILL BE ALLOWED TO SET UP WITHOUT THIS AGREEMENT SIGNED:

- 1. LIABILITY AND INSURANCE:** The Rocky Mountain Elk Foundation, Inc. (RMEF), exhibit facility, and staff of the same shall not be responsible or liable for the safety or property of the Exhibitors or their agents. Liability for loss and insurance for Exhibitors' property is the responsibility of the Exhibitor. **Exhibitors shall carry general liability insurance in the minimum amount of \$1,000,000 per occurrence, shall name Rocky Mountain Elk Foundation, Inc. as an additional insured on any property and liability policies, and shall provide a Certificate of Insurance to RMEF no later than November 30, 2009.** Temporary insurance may be purchased through RMEF upon request.
- 2. DISPLAYS** are to be contained within the area of the exhibit booth, without projections which will disturb other Exhibitors or the flow of traffic.
- 3. SOLICITATION:** Exhibitors are expected to conduct their business within the confines of their booth space. Advertising and/or solicitation by persons not holding booth space is prohibited.
- 4. USE OF HAZARDOUS MATERIALS:** Electricity and the use of flammable materials must conform to all local regulations and facility requirements. Firearms and other weaponry must be non-operable, with firing pin removed and trigger locks installed, or other safety precautions to insure the safety of others. No live ammunition, powder, or primers will be allowed in the Exhibit Hall. No gasoline engines will be allowed to operate.
- 5. NOISE LEVEL/INTERFERENCE:** In the Exhibit Hall, Exhibitors must control the noise level of demonstrations and must not engage in activity that interferes with other Exhibitors. If booth activity in the Exhibit Hall interferes with other Exhibitors, RMEF will request that you cease the offending activity immediately. RMEF reserves the right to limit the noise level or activity of any booth, and the right to remove any Exhibit for noncompliance.
- 6. DAMAGE:** Any damage to convention center property is the responsibility of the Exhibitor(s) causing the damage, and any restitution for such damage remains Exhibitor's responsibility.
- 7. COMPLIANCE WITH ORDINANCES:** Exhibitors shall comply with all local, county, state, and federal police, fire, health, and public safety laws, ordinances, and regulations applicable to the Exhibit covered by this agreement, including but not limited to rules adopted by the convention center owner or operator.
- 8. REASSIGNMENT OF BOOTH SPACE:** No booth space will be shared or sublet to others without express written consent of the RMEF. All persons who share a booth must sign this Exhibit Agreement and comply with same. If a booth becomes vacant for any reason, such space reverts to the RMEF for further assignment.
- 9. EXHIBITOR SET UP:** Booths shall be set up in accordance with the stated times. If booth has not been set up by the stated time, the space will revert to the RMEF and all booth deposit/payment will be forfeited.
- 10. CLOSE OF SHOW:** Booths may NOT be dismantled before the close of the Exhibit Hall.
- 11. AUDIO-VISUAL PRESENTATIONS:** Any Exhibitor that uses audio and/or visual presentations shall abide by guidelines established by RMEF. Failure to abide by the stated rules shall comprise a breach of contact and allow RMEF to revoke the exhibit space.
- 12. RAFFLES AND PRIZE DRAWINGS:** Exhibitors may not conduct raffles in the Exhibit Hall, but free prize drawings are acceptable.
- 13. EARLY ADMITTANCE:** Admittance to the Exhibit Hall one hour before opening time each day is available only via Exhibitor, Security, or Staff badge. Security will allow entrance to people with proper identification only. Absolutely no one else will be admitted. If you do not have your badge, you will not be admitted.
- 14. INDEMNIFICATION:** The Exhibitor will erect and operate displays in a manner which does not injure the Exhibit Hall, and will reimburse the management of the Exhibit Hall and/or RMEF for any loss or damage which the Exhibitor causes to the Exhibit Hall. The Exhibitor agrees to defend, protect, hold harmless, and indemnify RMEF against all actions, liabilities, damages, losses, expenses, debts, taxes, fees, charges, assessments, and other claims which may be caused by, arise out of, or are in any way associated with or contributed to, directly or indirectly, by any act, omission, negligence, fault, or violation of any law or regulation by the Exhibitor or any of the Exhibitor's officers, employees, agents, independent contractors, volunteers or guests, including but not limited to the costs of investigating, processing, litigating, or settling any such claim, and reasonable attorney fees.
- 15. ATTORNEY'S FEES, CHOICE OF LAW, AND VENUE:** If either the Exhibitor or RMEF brings any action with respect to this agreement or the Exposition, the prevailing party in the action shall be entitled to reasonable attorneys' fees and legal costs, as they may be approved by the court having jurisdiction over the action. This contract will be governed by the laws of Montana. Any action brought with respect to this contract must be brought in state district court in Missoula County, Montana.
- 16. IMPOSSIBILITY:** If RMEF determines that fire, flood, weather, strikes, civil disorder, war, or other circumstances beyond its control make it impossible or inadvisable to carry on the Exposition with due regard for the safety and welfare of Exhibitors and visitors, then this contract will, at the election of RMEF, become void and terminated. RMEF will refund the rents paid by the Exhibitor, but the Exhibitor waives any other claim for damages or compensation as a result of such a termination.
- 17. ACCEPTANCE OF REGULATIONS:** Exhibitors accept and agree to abide by these Exhibit Hall Regulations, and agree to abide and be bound by decisions made by RMEF with respect to matters not covered by these regulations. RMEF shall have the right to evict any Exhibitor from the Exposition for violation of these regulations, applicable laws or other regulations, or other just cause.
- 18. BOOTH DEPOSIT AND CANCELLATION:** The Exhibitor acknowledges the Exhibitor's responsibility to keep current on all RMEF accounts and obligations. Exhibitor authorizes RMEF to apply the Exhibitor's booth rental deposit to any obligation or account payable to RMEF that is more than thirty (30) days old. Exhibitor also authorizes RMEF to cancel Exhibitor's booth if RMEF, in its sole discretion, elects to apply the booth rental payment to any of Exhibitors accounts or obligations over thirty (30) days old. Exhibitor fully releases RMEF for any claims, causes of action, or damages that may arise from such booth cancellation.
- 19. APPLICATION AND BOOTH DENIAL:** RMEF reserves the right to not accept any application for any reason, and to refuse booth space to anyone who does not support RMEF or attempts to undermine RMEF's mission, policies, objectives, or activities. If RMEF refuses booth space under this section, the potential Exhibitor's sole remedy will be a return of any rents paid.