

Northeast Racing Products



Exhibit Space Rental Agreement

NEW YORK STATE FAIRGROUNDS, SYRACUSE, NY

COMPANY INFORMATION

COMPANY NAME _____ CONTACT PERSON'S NAME _____
ADDRESS _____
P.O. BOX _____ CITY _____ ONSITE CONTACT _____ CELL# _____
STATE/PROVINCE _____ ZIP _____ E-MAIL ADDRESS _____
TELEPHONE(_____) _____ FAX(_____) _____
NEW YORK SALES TAX NUMBER _____

****You will need a New York sales tax number, If you do not have one call 1-518-485-2889 to have one issued****

SPACE RESERVATION INFORMATION

Indoor:

FIRST 10'x10' @ \$700.00 EACH.....\$ _____

ADDITIONAL 10'x10' @ \$500.00 EACH.....\$ _____

Booth Dimensions: _____ x _____

Outdoor: 10' DEPTH

Sizing and Pricing available upon request

Event Insurance:

Every vendor is required to issue Northeast Racing Products an insurance certificate naming Northeast Racing Products as additionally insured and certificate holder. If the vendor does not have insurance, the vendor will be added to Northeast Racing Product's insurance policy for \$65.00.

I will send an insurance certificate prior to show.

Please add my company to Northeast Racing Products's Insurance. **\$65.00**

PLEASE CHECK HERE IF YOU REQUIRE ELECTRICITY(110V)
THE ABSOLUTE NEED FOR OUTDOOR ELECTRICITY MAY LIMIT
YOUR SPACE LOCATION OPTIONS. **(220V ADD \$100.00)**

TOTAL COST.....\$ _____

LESS 50% Deposit (Due September 1st, 2019).....\$ _____

Balance (Due before October 1st, 2019).....\$ _____

PAYMENT METHOD

[] MASTERCARD [] VISA [] M.O. [] CHECK (Make Checks Payable To: Northeast Racing Products)

_____ - _____ - _____ - _____ EXP DATE: _____ C.I.D. #: _____

PRINT CARDHOLDER NAME: _____ SIGNATURE: _____

PLEASE CHARGE THE FOLLOWING TO MY CREDIT CARD:

[] FULL AMOUNT [] 50% DEPOSIT [] BALANCE (To be charged on October 1st, 2019)

CHECK ENCLOSED FOR \$ _____

TERMS: All reservations must be accompanied by a 50% deposit. Full payment must be received no later than October 1st, 2019. Full refunds for space cancellations will be made prior to September 1st, 2019 (Less a \$25.00 administrative fee). Northeast Racing Products reserves the right to cancel all unpaid reservations after October 1st 2019. We have read and agree to abide by the rules and regulations for exhibitors on the reverse side of this agreement

Authorized Signature X _____ Date _____

Name (print or type) _____ Date _____

Accepted by Northeast Racing Products _____ Date _____

Please make a copy of this agreement for your records.

Mail to Northeast Racing Products - 46 Canter Rd Central Square, NY 13036

FOR MORE INFORMATION Call (315) 374-2839 or E-mail NortheastRacingProducts@Yahoo.com

NOTE: Vendors MUST read and sign both pages of contract.

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Rules and Regulations For Exhibitors

Move-In and Set-up

- Exhibitor spaces will be available for set-up from 8am until 9pm on Thursday, November 21st. Move-in hours will be strictly enforced for security purposes. **ALL EXHIBITORS MUST BE SET UP PRIOR TO 9PM, THE DAY PRIOR TO THE SHOW STARTING. NO EXHIBITORS WILL BE ALLOWED TO SET UP AFTER 9PM THE DAY PRIOR TO THE SHOW. NO EXCEPTIONS!** **Special arrangements for arrival can be made by calling Northeast Racing Products at 315-374-2839*

- Parking / gate passes and exhibitor credentials will be issued at the exhibit registration building located inside the Center of Progress Building. Registration will be manned 8am until 9pm on Thursday, November 21st. **Each exhibitor will be issued one (1) on grounds parking pass (THESE VEHICLES MUST BE PARKED IN DESIGNATED VENDOR PARKING AREAS ONLY. PLEASE NOTE: Non-Display vehicles will not be allowed to park in or around display areas.)**

-Vendor Gate Passes: 2 passes per 10x10 booth

Additional weekend vendor passes may be purchased at \$10 each.

-Indoor exhibitor fee covers space as well as pipe, drape and 110v electricity. On-site contracted exhibitor decoration services will be provided by **Northeast Decorating & Exhibit Services, Inc., P.O. Box 607, Syracuse, NY 13209**. A list of optional services and fees offered by this contractor can be obtained by calling **(315) 471-9989**.

-Exhibitors requiring more than basic 110v electrical service will be charged a fee. Please contact Northeast Racing Products staff at **(315) 374-2839** as early as possible if a need for such services is anticipated.

-Exhibitor display and merchandise must remain within the confines of the contracted space. Exhibit materials must not overflow into the aisles. Distribution of literature and sales aids must take place within your assigned vendor space ONLY.

-Booth space must be used solely by the company/person and for the products and services stipulated in the rental agreement. Subletting of space by exhibitors is strictly prohibited.

-Exhibitors are required to maintain a neat and orderly appearance at all times. Northeast Racing Products reserves the right to remove any vendor not selling items described on the front of this application, or deemed not family friendly by Northeast Racing Products staff. All decisions are at the sole discretion of Northeast Racing Products, and final. **NO REFUNDS.**

Exhibit Hours

-Indoor exhibit hours are 11am - 9pm on Friday & 9am - 6pm on Saturday.

Breakdown and Move-Out

Exhibitors will be required to remain open and operational until 6pm Saturday.

Move-out of buildings must be completed no later than Saturday Night.

In order to protect spectators, display vehicles cannot be moved or started until the show closes each day.

General Insurance Liability

-Northeast Racing Products, its agents, representatives, sponsors or employees are not responsible for any injury, loss or damage that may occur to the exhibitor or the exhibitor's employees or property from any cause or condition.

I agree to the above regulations: _____ Date: _____