



# 2025 Home & Outdoor Show

This contract indicates our acceptance of all regulations in the 2025 prospectus.

Company			
Address			
City/State/ Zip			
Website			
Office phone		Cell	
Email			
Logistics Contact			
Signature			
Product/Services offered			
Booth(s) requested			
Will you need a forklift?	Yes / No		
Loading dock?	Yes / No		

## COST

\_\_\_\_\_ Standard booths @ \$875 per 10x10 booth = \$ \_\_\_\_\_

\_\_\_\_\_ Silver booths @ \$1,000 = \$ \_\_\_\_\_

\_\_\_\_\_ Silver endcaps @ \$2,000 per 10x20 booth = \$ \_\_\_\_\_

\_\_\_\_\_ Gold booths @ \$1,425 = \$ \_\_\_\_\_

\_\_\_\_\_ Gold endcaps @ \$2,850 per 10x20 booth = \$ \_\_\_\_\_

**TOTAL = \$ \_\_\_\_\_**

Amount enclosed – 50% due to hold space = \$ \_\_\_\_\_

Remainder – due by November 15, 2024 = \$ \_\_\_\_\_

- First Right of Refusal Exhibitors must pay 50% a time of registration or risk losing their space.
- All invoices must be paid in full by November 15th. Remaining balance after that date will be subject to a 1% per month additional charge.
- Full payment is required to set up booths.
- Any cancellations must be received by November 15, 2024, to receive a 50% refund of the total booth rental fee.

## ENCLOSED PAYMENT

Check  Credit Card  ACH information



# 2025 Home & Outdoor Show

## ADDITIONAL INFORMATION: 2025 HOME & OUTDOOR SHOW

Companies who are not members of Rochester Area Builders pay a one-time non-member fee of \$350.00. A deposit of 50% of the total cost must accompany the signed contract. If a corporate check cannot be attained, a personal check or credit card will be held until the corporate check is received. Visa, MasterCard, American Express and Discover are accepted.

Full payment is due November 15, 2024. Contracts received after October 19, 2024, must include payment in full. Exhibitors who have not paid in full will not be allowed to set up.

### **Cancellations / Refunds**

- Request must be made in writing.
- Any invoices with a remaining balance are subject to 1%/month penalty.
- Full payment is required to set up booths.
- All cancellations must be received by November 15, 2024, to receive a 50% refund of the total booth rental fee. 100% of the total booth fee will be owed if cancellations are requested after November 15, 2024.
- No refund will be made for space that is unused during the show.

### **Booth Regulations**

- RAB reserves the right to make changes as necessary to protect attendees and vendors.
- No subletting of booth space is allowed.
- The booth will be advertised by the name that is signed on the contract. If your company is a RAB member, it must be the same name as your membership name. You are allowed to co-market with other companies who have a direct business relationship with your company. If you have questions, contact the RAB office.
- Video games, radios, amplifiers, and any other device that may interfere with other exhibitors must be approved by the Committee.
- Shelled peanuts, popcorn, or helium balloons are not allowed.
- Signs, products, and displays must be kept within the confines of each booth. The dimensions of multiple booths will be taped off prior to set-up.
- Soliciting other vendors or promoting your company by dropping literature or similar items outside the confines of your booth or at other booths is prohibited.
- All sides of your booth exposed to an adjacent booth or the public must be finished by Wednesday evening (February 12) or it will be completed by the Home & Outdoor Show's service contractor, with any costs charged to you.
- No breakdown of your booth can occur before 3:00pm Saturday, February 15th. Exhibitors dismantling before 3:00pm will be fined \$100.
- Exhibitors must have a representative in their space at least half of the time the exhibits are open to the public.
- **Exhibitors must have physical examples of their product at their booth.**
- **Exhibitors must include a promotion as part of their booth presence. This promotion should be exclusive to Home Show attendees.**
- Exhibitors must provide a rough sketch of your booth/concept to RAB prior to the show. Designs and concepts will be kept confidential. The goal is to manage experience levels.
- Exhibitors who violate booth regulations may lose their rights to exhibit in future shows.



# 2025 Home & Outdoor Show

## ADDITIONAL INFORMATION: 2025 HOME & OUTDOOR SHOW

### **Electrical Service**

- Access to electrical power is included in the price of your booth.

### **Service Contractor**

- The official service contractor for this show is: Majestic Events (507) 876-1127. Although we would appreciate your use of their service, there is no obligation. The service contractor will email confirmed exhibitors a complete information packet in mid-December. A representative will also be available during the Show's set-up time.

### **RAB Rights & Liabilities**

Rochester Area Builders reserves the right to refuse any exhibit, exhibitor, or employee which, in the opinion of the Association, is not in the best interest of the Home & Outdoor Show.

Rochester Area Builders, its official service contractor, Mayo Civic Center, and the City of Rochester do not guarantee the Exhibitors against loss, damage, delay, or theft of any kind during the course of the show, including move in and move out. The Exhibitor shall indemnify and hold blameless the aforementioned entities from any cause or claim whatsoever.

The Exhibitor shall be bound by the rules and regulations set forth herein, and by such additional rules and regulations, which may be established by Rochester Area Builders. All matters and questions not covered by this prospectus will be subject to the final judgment and decision by Rochester Area Builders, Inc. Any violations by the exhibitor of any of the terms and conditions herein shall be subject to the cancellation of the contract to occupy exhibit space and forfeiture of any monies paid.

This contract shall be construed in accordance with the laws of the State of Minnesota. The parties agree and consent that in the event of any legal action, the venue shall be the District Court for Olmsted County, Minnesota, or the Conciliation Court of Olmsted County, Minnesota if the amount of the dispute is within the latter court's jurisdictional limits.

**I agree to abide by these rules and regulations.**

**Signed:** \_\_\_\_\_

**Company:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please return a signed and dated copy to Meghann Southwick at [meghann@rochesterareabuilders.com](mailto:meghann@rochesterareabuilders.com).