

OFFICIAL RULES *** IDAHO HORSE EXPO

1. **DESCRIPTION OF EXPOSITION:** The Idaho Horse Council shall be Sponsor of "Horse Expo" Exhibition - The Horse Expo has been created to provide a showcase for products and services specifically designed for, or customarily used in the equine industry.

2. **CONTRACT CONDITIONS:** The terms and conditions of these official regulations shall apply to and be effective between the Idaho Horse Council which is represented by the HORSE EXPO COMMITTEE, and the EXHIBITOR whose application is received and to whom booth/stall space is rented. These terms and conditions have been formulated for the protection and best interest of all concerned. The Horse Expo Committee asks the full cooperation of all Exhibitors in their observance. All points not covered are subject to the decision of the Horse Expo Committee, and that decision shall be final.

3. **DEFINITIONS:** As used herein: SPONSOR shall refer to the Idaho Horse Council, MANAGEMENT shall refer to the Horse Expo Committee, EXPOSITION shall refer to the "Horse Expo", EXHIBITOR shall refer to the person or entity on whose behalf booth/stall space is rented, LANDLORD shall refer to the "Idaho Horse Park", EXHIBITOR SERVICE shall refer to any official supplier so named by Management.

4. **ADMISSION:** Exhibits will be open to the public. A nominal gate fee will be charged. Management reserves the right to refuse admission to any person/ persons in the interest of the safety and welfare of said person/persons and Exhibitors.

5. **APPLICATION FOR EXHIBIT SPACE:** Application by Exhibitors shall be made on the official application form only. Management reserves the right to accept or reject each application received and shall furnish additional information to each Exhibitor whose application has been accepted. The individual, entity or group named on the application shall be the sole occupant of the booth or stall space, unless so stated on the application and approved by Management. Management, guided by requirements of Exhibitors, shall assign Booth space. Management reserves the right to rearrange or relocate any exhibit for the general good of all Exhibitors. **NON PROFIT ORGANIZATIONS REQUESTING THE DISCOUNTED RATE MUST PROVIDE PROOF OF NON-PROFIT STATUS.**

6. **RENTAL:** Booth space includes a 10' x 10' booth, booth identification sign, general security service and illumination only. Any other services required by Exhibitor must be acquired from an appropriate service contractor and paid for by Exhibitor. Verbal commitments by Sponsor, Management, Landlord or Exhibitor Service **WILL NOT BE HONORED**- It is the Exhibitors responsibility to obtain written confirmation for permission of any deviation to these rules. This application for exhibit space must be signed by a duly authorized agent of Exhibitor and accompanied by full rental fee(s). **(A REFUND OF ALL FEES DUE TO CANCELLATION SHALL BE REFUNDABLE ONLY UNTIL JANUARY 31. CANCELLATION ON OR AFTER FEBRUARY 1, SHALL FORFEIT ALL RENTAL FEES).** Any exhibitor that fails to occupy the assigned rental space by the opening of the Exposition shall forfeit all rights to the use of the assigned space with no refund. Management reserves the right to dispose of such space, with no refund to Exhibitor, in such a way as Management may consider to be in the best interest of the Exhibition, without liability on the part of Sponsor, Management, Landlord, or Exhibitor Service.

7. **EXHIBITOR SERVICE:** For the mutual protection of Sponsor and Exhibitor, Management shall select an Exhibitor Service for signs, exhibit formation, electrical, and drapery. Each Exhibitor shall provide his own booth furnishing. For the convenience of Exhibitors, Management will rent (upon advance order only and with full payment) from the Exhibit Service, appropriate furniture of all kinds (tables, drapes, chairs, rugs, etc.). After Management receives the application for exhibit space, an Exhibitors Information Packet will be provided to Exhibitor that will include all pertinent information necessary.

8. **USE OF SPACE and SOLICITATION IN EXHIBIT HALL:** The aisles and other spaces in the Exhibition, not leased to Exhibitors, shall be under the control of Management. All displays, interviews, conferences, distribution of literature, lectures, sales and transaction of business of any nature whatsoever shall be made inside the space for which Exhibitor has contracted. Standing in aisles or in front of exhibit booth or other Exhibitors, or the intercepting of those attending for advertising purposes is strictly prohibited. Sideshow tactics or any undignified method of attracting attention will not be permitted. Distribution of political literature will not be permitted. Exhibitor will be expected to confine his exhibiting within his exhibit space as defined by Management. If any additional space is required, a separate Exhibitor contract must be signed and accompanied by appropriate payment and approved by Management. No verbal commitments will be honored. **THERE SHALL BE NO EXCEPTION TO THIS REGULATION.**

(NOTE: No person or persons other than Exhibitor will be permitted to conduct business in the exposition hall or on the grounds without the express authorized permission of Management. Management asks that all Exhibitors abide by the rules and report any known violators to Management for disciplinary action.)

9. **RESTRICTIONS IN OPERATION OF EXHIBIT:**

(a) **NOISE MAKING DEVICES:** Exhibits which include the operation of musical instruments, radios, talking motion pictures, public address system or any noise making machines must be conducted or arranged so that the noise resulting from the demonstration will not annoy or disturb adjacent exhibitors. **BALLOONS SHALL NOT BE ALLOWED IN OR AROUND ANY BOOTH OR STALL.**

(b) **CARE OF BUILDING AND EQUIPMENT:** Exhibitors and/or their agents shall not injure, deface the walls of the building, the booths or the equipment on the booths. Exhibitors are forbidden to drive tacks, nails, or screws into the walls or woodwork. When such damage appears, Exhibitor will be liable to the owner of the property so damaged.

(c) **FIRE PREVENTION:** All booth decorations must be flameproof and all hangings must clear the floor. Electrical wiring must conform to the National Electric Code Safety Rules. If inspections indicate that any Exhibitor has neglected to comply with these regulations or otherwise incurs fire hazard, Management reserves the right to cancel all or such part of the exhibit as may be irregular. City Fire regulations must be observed. All fabrics, decorative or otherwise, must be flameproof in accordance with the fire prevention requirements of the City of Nampa, Idaho.

(d) **SAFETY PRECAUTIONS:** Exhibitors shall take all necessary precautions for the safety of their personnel, other Exhibitors and all other persons upon the premises and shall comply with all applicable provisions of federal, state and municipal safety laws, building codes and ordinances to prevent accidents or injuries.

(e) **MAINTENANCE OF BOOTH SPACE:** Exhibitors shall keep their booth space clean and orderly at all times and shall not engage in any activity which would unduly interfere with visitors or other Exhibitors or would be in violation of law, regulations or ordinances. A representative of the Exhibitor shall be visible at the booth/stall at all times while the exposition is open to the public.

(f) **CONSTRUCTION:** In general, each exhibitor is entitled to a reasonable sight line from the aisle regardless of the size of the exhibit. Exhibitor agrees to produce his exhibits in dignified taste and in keeping with the reputation and image of the Idaho Horse Council.

(g) **ENFORCEMENT:** Exhibitor agrees to comply strictly with the application terms and conditions contained in the agreements between Landlord, Sponsor and Management. Management reserves the right to restrict exhibits, which because of noise, method of operation, materials or any other reason, become objectionable; and also to prohibit or evict any exhibit that in the opinion of Management may detract from the general character of the Exhibition as a whole. This reservation includes persons, things, conduct, printed matter, or anything of a character that Management determines is objectionable to the Exhibition or does not conform to the standards of the Exposition. In the event of such restriction or eviction Management is not liable for any refund or any other exhibit expenses. (h) **DRAWINGS and PRIZES:** All raffles, contests, drawings, games and similar activities represented as awarding prizes to winners implemented from an exhibit booth/stall, must have the advance approval of the local Better Business Bureau. If you are contemplating such activity in your exhibit, please telephone Management at (208) 323-8148 for an application for these activities.

(i) **NO ASSIGNMENT OR SUBLETTING:** Exhibitor shall not assign or sublet any space rented to them, nor shall they in any way represent, exhibit, solicit, demonstrate or advertise on behalf of any person, firm or manufacturer; merchandise, equipment or services unless such merchandise, equipment or services is sold, distributed or provided on a continuing basis by Exhibitor.

10. **LIABILITY:**

(a) **STATEMENT OF POLICY:** Sponsor, Management, Landlord and Exhibitor Service and their officers and staff members disclaim all liability for damages and/or losses caused any Exhibitor by fire, water, flood, dirt, windstorm, utility failures, rodents, acts of vandalism, insurrection, civil disorder, strikes, criminal acts or thefts. Management will not be responsible for any failure of electric or other services. Exhibitors wishing to insure their goods must do so at their own expense. If unusual equipment is to be installed or UE appliances that may be subject to fire codes are to be used; Exhibitor shall communicate with Management for information concerning facilities or regulations. No Exhibitor shall allow any article or thing to be brought into, or any act to be done on the premises which will increase the premium on any policy(s) of insurance held by Sponsor, Management, Landlord or Exhibitor Service; or which may cause any such policy(s) of insurance to be canceled. And further, Exhibitor shall at all times protect, indemnify, save and keep harmless Sponsor, Management, Landlord and Exhibitor Service against any and all loss, cost, damage, liability or expenses arising from, out of or by reason of any accident or other occurrence to anyone including Exhibitor, its agents, employees, invitee which arises from, out of or by reason of said Exhibitor's occupancy and use of the Exhibition premises or a part hereof; or out of any negligent act or omission of Exhibitor, its agents, employees or invitee.

(b) **PERTAINING TO THEFT and LOSS:** Sponsor, Management, Landlord and Exhibitor Service and their officers and staff members will not be responsible for loss or damage to equipment or goods. (NOTE: Most loss or damage occurs within a 4-hour period immediately following the close of the show. It is highly recommended that all items of potential risk, including tools, be removed upon leaving the Exhibition and that all displays be packed. Exhibitor Service shall begin removing drapes, tables, and other rental property immediately upon the close of the show. Do not depend upon these rented items to protect or conceal your equipment after the close of the show.)

(c) Exhibitor agrees to protect, indemnify, save and keep harmless Sponsor, Management, Landlord and Exhibitor Service against alteration or cancellation of any previously advertised event or section of the show deemed necessary by Sponsor, Management, Landlord or Exhibitor Service for the overall success of the show.

(d) Exhibitor agrees to maintain general liability insurance including fire, theft and malicious damage insurance in amounts of coverage that are sufficient to fully insure Exhibitors property and activities.

11. **INTERPRETATION AND AMENDMENTS:** Management shall have full power to interpret and enforce all rules contained herein, and power to make amendments thereto, and to enact such further rules and regulations as shall be considered necessary for the proper conduct of the Exhibition.

12. **LOGO:** The use of the official seal of the Idaho Horse Council, in any way, without written consent of the Idaho Horse Council is strictly prohibited.

13. It is agreed that if Management, in its sole discretion, deems that circumstances have arisen which dictate cancellation of the Exhibition, exhibit space reservation and rental fees shall be refunded in full. Sponsor and Management shall not be liable or otherwise responsible for any costs, damages or expenses relating directly or indirectly from such cancellation. It is further agreed that Management shall not be liable or otherwise responsible for the fulfillment of the agreement if Management is unable to deliver exhibit space as a result of destruction by fire of the Exposition facility, acts of God, strikes, the authority of law, or as a result of any other causes beyond the control of Management. In such event, Exhibit space reservation and rental fees shall be refunded in full.

14. The Idaho Horse Council shall provide advertising, public relations and other activities necessary to promote the Exhibition, but cannot be held responsible for crowd declination due to acts of God.

15. **CORRESPONDENCE:** All correspondence relative to Horse Expo shall be directed to the:

IDAHO HORSE COUNCIL

5000 Chinden Boulevard, Boise, ID 83714

Telephone (208) 323-8148, FAX (208) 323-2108

email – idahorse@juno.com

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