

Motorsports Expo March 9 -10, 2019



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 STATE 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' @\$500 EACH.....\$ _____
 Call for larger booth information (315) 374-2839

Outdoor:

Sizing and Pricing available upon request

Event Insurance:

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

- I will send an insurance certificate prior to show.
- Please add my company to Northeast Racing Products Insurance at an additional cost of **\$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 before Feb 1, 2019) \$ _____
 Balance (Due before March 1, 2019)\$ _____

PAYMENT METHOD

MASTERCARD VISA M.O. CHECK (Make Checks Payable To: Motorsports Expo)
 # _____ - _____ - _____ - _____ 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 March 1st, 2019)
 CHECK ENCLOSED FOR \$ _____

TERMS: All reservations must be accompanied by a 50% deposit. Full payment must be received by no later than March 1st, 2019. Full refunds for space cancellations will be made prior to February 1st, 2019 (less a \$25.00 administrative fee). Motorsports expo reserves the right to cancel all unpaid reservations after March 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 Motorsports Expo _____ Date _____

Please make a copy of this agreement for your records.
 Mail to Motorsports Expo - P.O. Box 671, Brewerton, NY 13029
 FOR MORE INFORMATION Call (315) 374-2839

NOTE: Vendors MUST read and sign both pages of contract

MOTORSPORTS EXPO 2019

RULES AND REGULATIONS FOR EXHIBITORS

Move-In and Set-up

- Exhibitor spaces will be available for set-up from 8am until 8pm on Friday, March 8. Move-in hours will be strictly enforced for security purposes. **ALL EXHIBITORS MUST BE SET UP PRIOR TO 8PM, FRIDAY MARCH 8th. NO EXHIBITORS WILL BE ALLOWED TO SET UP AFTER 8PM, FRIDAY. NO EXCEPTIONS!** *Special arrangements for early arrival can be made by calling the Motorsports Expo 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 Friday, March 8 from 8am until 8pm. **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 Motorsports Expo 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 literature and sails 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. Motorsports Expo reserves the right to remove any vendor not selling items described on the front of this application, or deemed not family friendly by Motorsports Expo staff. All decisions are at the sole discretion of Motorsports Expo, and final. **NO REFUNDS.**

Exhibit Hours

- Indoor exhibit hours are 10am – 8pm on Saturday and 10am – 4pm on Sunday.

Breakdown and Move-Out

Exhibitors will be required to remain open and operational until 4pm Sunday.

Move-out of buildings must be completed no later than Sunday night. **In order to protect spectators, display vehicles cannot be moved or started until the show closes each day.**

General Insurance Liability

- Motorsports Expo, 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: _____