



Date \_\_\_\_\_ Acct# \_\_\_\_\_

# 2025 Exhibitor Application/Contract

## EXHIBITOR'S CONTACT INFORMATION

COMPANY NAME

MAILING ADDRESS

CITY PROVINCE POSTAL CODE

TELEPHONE

EMAIL

CONTACT NAME & TITLE

HOW YOUR BUSINESS WILL APPEAR IN SHOW GUIDE / DOWNHOMEEXPO.COM

WEBSITE OR FACEBOOK PAGE

**Please answer the following questions so the Downhome Expo Team can ensure that you get the BEST experience at the Downhome Expo!**

1. Will you be serving/selling food and beverage in your space? If so, what will you be serving/selling?

2. What products and services will you be selling/promoting?

3. Will you be offering a show special, a draw or giveaway? Please specify.

4. Will you be showcasing cars, boats, trailers, recreational vehicles, or large products/displays in your space? Please specify.

5. Outside display of large items, vehicles or extra stock may be available. Please consult with your account manager if you are interested.

## SPACE REQUIREMENTS

REQUESTED BOOTH(S)\* \_\_\_\_\_ FIRST CHOICE \_\_\_\_\_  
 \* In order to accommodate multiple booth bookings some single booth requests may have to be altered. SECOND CHOICE \_\_\_\_\_  
 THIRD CHOICE \_\_\_\_\_

**ADVANCED Booking Rates** Available until December 31, 2024

SPACE	SQ. FT	RATE	CORNER
8' x 10'	80	\$1,172	\$1,289
10' x 10'	100	\$1,380	\$1,498

## Regular Booking Rates

SPACE	SQ. FT	RATE	CORNER
8' x 10'	80	\$1,383	\$1,522
10' x 10'	100	\$1,628	\$1,768

**For larger or custom spaces please contact your account manager.**

Booth rental rates include: Pipe & drape; 120 volt, 15 amp receptacle; access to complimentary exhibitors lounge; listing in show guide and on DownhomeExpo.com; FREE exhibitor parking; name badges with lanyards.

TABLES AND CHAIRS ARE **NOT** PROVIDED BUT CAN BE BOOKED THROUGH AUDIO/VISUAL PROVIDER.

Wireless internet is available in the Glacier Arena. If you require internet to operate at your booth, we suggest purchasing dedicated internet service from your provider. For extra power requirements please contact the audio/visual provider prior to show or on-site during setup.

## PAYMENT INFORMATION

**25% Deposit** Spaces will not be reserved until deposit and signed and dated contracts are received by your Downhome account manager.

SUB TOTAL	\$ _____
HST (15%)	\$ _____
TOTAL	\$ _____
LESS 25% DEPOSIT	\$ _____
BALANCE OWING	\$ _____

PAYMENT:  CREDIT CARD (Visa, MasterCard, Amex)  BILL ME  EFT

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

Name on Card \_\_\_\_\_

Expiry \_\_\_\_\_ / \_\_\_\_\_ 3-digit Security Code \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PAYMENT DUE IN FULL BY APRIL 2, 2025**



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## Terms & Conditions of the Contract

1. Management agrees to provide the Exhibitor with a booth space located as close as possible to the requested space as per the attached plan and the cost quoted.

2. The Exhibitor agrees to abide by all regulations and rules adopted by Management in the best interests of the Show, and agrees that Management shall have the final decision in adopting any rule or regulation deemed necessary prior to.

3. The Exhibitor will be liable for and will indemnify and hold harmless Management from any loss or damages whatsoever suffered by Management as a result of any loss or damages whatsoever occurring to or suffered by any person or company, including without limiting the generality of the foregoing, Exhibitor, other Exhibitor, Management, the owner of the building and their respective agents, servants and employees, and members of any public attending the Show, either on the said space or elsewhere if said loss or damages arose from or were in any way connected with Exhibitor's occupancy of said space.

4. Management reserves the right, at its sole discretion, to change the date or dates upon which the Show is to be held, and shall not be liable in damages or otherwise by reason of any such change. In addition, Management shall not be liable in damages or otherwise for failure to carry out the terms of the Agreement in whole or in part where caused directly or indirectly by or in consequence of fire, storm, flood, war, rebellion, insurrection, riot, civil commotion, strike or by any cause whatever beyond the control of Management, whether similar to or dissimilar from the causes enumerated herein. In the event that the exhibit space to be used by the Exhibitor should in any way be rendered unusable, the Exhibitor shall pay for such space only for the period during which it was or could have been used as determined within the sole discretion of Management. A refund of all monies paid by the Exhibitor to Management will be made by Management in the event that the Show is not held as proposed by Management.

5. The Exhibitor agrees to observe all union contracts and labour relations in force, agreements between Management, official contractors serving companies and the building in which the show will take place, and according to the labour laws of the jurisdiction in which the building is located.

6. Management reserves the right to limit the number of overall booth spaces allocated to any particular product or service.

7. Booth holders will be given the dimensions of their booths and must ensure that there is no encroachment into aisles, walkways or other booth areas. Dimensions of booths are outside measurements.

8. No booths will be constructed as to interfere with, impede, or in any way detract from another booth. No booth, or part thereof, will be constructed beyond 12 feet in height, unless expressed approval is received in advance from Management. Booth construction must be completed by 12:00pm on Friday, May 2, 2025 before the show opens to allow for the fire marshal to complete inspection.

9. Management reserves the right to alter or change the space assigned to the Exhibitor (with due cause). Due to Expo layout changes, Exhibitors may not be placed in the same location as previous Expos but will be placed in a location near previous space. Concerns or issues may be discussed with your account manager when booking.

10. The Exhibitor agrees that no display may be dismantled or goods removed during the entire run of the Show but must remain intact until the closing hour of the last day of the Show. The Exhibitor also agrees to remove the exhibit, equipment and appurtenances from the Show building by the final move-out time limit, or in the event of failure to do so, to pay for such additional cost as may be incurred.

11. Management reserves the right at any time to alter or remove exhibits or any part thereof, including printed materials, products, signs, lights or sound, and to expel Exhibitors or their personnel, if, in Management's opinion, their conduct or presentation is objectionable to other Show participants.

12. All booths must be staffed at all times. Failure to do so will result in an inability to participate in the next annual Downhome Expo. Early departure is strictly prohibited.

13. All operating electrical equipment used in the exhibit must have C.S.A. or equivalent provincial power authority approval.

14. All booth holders are responsible for providing liability insurance to ensure their adequate coverage and protection during the Show. Copies of insurance certificates MUST be emailed to expo@downhomelife.com or faxed to 709-726-2135 by May 1, 2025.

15. Exhibitor representatives are responsible for the continuous cleaning and removal of refuse from the booths at all times, including during booth set-up and removal.

16. Any Exhibitor planning to use or demonstrate combustive equipment or appliance must agree implicitly to the conditions of the Fire Commissioner, Mount Pearl Glacier and Downhome Publishing Inc.

17. Any Exhibitor demonstrating or operating machinery and/or products must ensure that care is exercised to protect the general public from harmful fans, mobile equipment, fires, items generating heat etc.

18. Management reserves the right to cancel this contract and to withhold possession of exhibit space if the Exhibitor fails to perform any material condition of this contract or refuses to abide by the Show rules and regulations, in which case the Exhibitor shall forfeit as liquidation damages all space rental payments made by the Exhibitor and any further occupancy of such space.

19. This contract may be cancelled by either party, provided written notice is received by the other at least 60 days prior to the first day of the show, in which case all monies paid by the exhibitor, less the 25 per cent deposit shall be refunded. If the exhibitor cancels 60 days or less prior to the show, no refund shall be given. Monies paid may be allocated towards an exhibitor space at the next Downhome Expo. Spaces will not be reserved until a non-refundable 25 per cent deposit and signed and dated contract are received by your Downhome account manager.

20. By cancelling this contract the Exhibitor forfeits all rights or claims to the allocated space and Management is free to rent it to others and collect the cancellation charge as liquidation damages.

21. One vendor/business per space unless expressed approval is received in advanced from Management. Subletting of booths is not permitted without written permission from Management.

22. Wholesaler exhibitors giving their dealers and agents an opportunity to be present at the booths shall advise them that they are not permitted to display any signs, logo, truck or other form of advertising, either at the wholesaler's booth or on the property surrounding the Show area.

23. All goods shipped to the Show must be clearly marked with the name of the Exhibitor and the booth number. Management assumes no responsibility for loss or damage to goods before or during the Show, or after its closing.

24. Management shall approve all materials distributed to visitors at the Gate. Booth holders are free to disperse their own literature at their respective booths. Exhibitors may provide literature, swag and special offers to be included in Exhibitor Swag Bag. All materials for bag must be provided to your account manager before April 14, 2025.

25. Exhibitors shall not park their vehicles on the surrounding grounds during the event, except in designated exhibitor parking. Parking is at your own risk. Management is not responsible for parking violation tickets issued on the Mount Pearl Glacier property.

26. Downhome Expo lanyards will be made available to Exhibitors and must be shown to gain access to the Stadium. Effective 2:00 pm Friday, May 2, 2025, exhibitors will be required to enter the building through designated exhibitor entrances. Badges MUST be visible. Exhibitors that choose to enter through the main entrance and pay will not be refunded under any circumstances.

27. All exhibitors with cars, boats, trailers, recreational vehicles, and large products/displays such as hot tubs will be required to schedule a set-up time on Wednesday, April 30, 2025.

28. Vendors serving food or food products must adhere to standard health requirements set forth by Service NL and Public Health. A temporary food establishment license MUST be presented before set up and the licence number provided to Show organizers two weeks in advance by emailing expo@downhomelife.com. (Contact St. John's Service NL Office by phone at 709-729-6362.)

29. Concerns or issues throughout the set up or duration of the show should be directed to Downhome management and not Mount Pearl Glacier personnel.

30. Details regarding Public Health regulations are subject to change. Downhome will continue to update exhibitors by email. Note: Failure to adhere to the Contract Rules will result in the loss of booth space and/or booth preference in future shows.

\_\_\_\_\_  
Please sign acceptance of terms and conditions

\_\_\_\_\_  
Date

## For more information contact

**Downhome** expo@downhomelife.com 709-726-5113  
**Downhome Inc. 43 James Lane, St. John's, NL A1E 3H3**