

BOOTH #
WORKER LIST YES NO
FOR OFFICE USE

**Amish Country  
Spring Home & Garden Show  
February 28th-March 2nd, 2019  
Mt. Hope Event Center, Millersburg Ohio**

DATE RCVD:
DEPOSIT:
DATE:
BAL/INVOICE#
PIF DATE:
FOR OFFICE USE

**JW PROMOTIONS HEREBY LEASES TO:**

**\*EXHIBITOR:** \_\_\_\_\_

**\*\***(For advertising listing and clerical purposes please include DBA's.)

**\*ADDRESS:** \_\_\_\_\_ **CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_

**\*PHONE:** \_\_\_\_\_ **FAX** \_\_\_\_\_ **CELL** \_\_\_\_\_

**\*Product Information:**

Booth space is available for the "Amish Country Spring Home & Garden Show February 28th-March 2nd, 2019 located at the Mt Hope Event Center 8076 St. Rt. 241 Millersburg Ohio 44654, for the purpose of exhibiting, demonstrating and otherwise advertising their name and product. JW Promotions will assign the location of the booth spaces after the representatives of JW Promotions receive payment for the booth rental and have approved the contract.

\_\_\_\_ (PLEASE INITIAL) For, and in consideration of the lease space, the above named Exhibitor does hereby agree to pay to the order of JW Promotions, the sum specified below which covers rental and advertising of the "Amish Country Spring Home & Garden Show" for the duration of the show. The type of advertising will be chosen at the sole discretion of JW Promotions. The advertising will be reasonable in nature, and is intended to maximize the shows exposure through various types of media: Radio, Newspaper Banners & Flyers. I agree that no booth tear down will started before 5pm Saturday March 2nd, 2019 unless approved by a representative of JW Promotions. I am authorized on behalf of the company I represent, to release JW Promotions and it's officers, agents and employees from any liability such as bodily injury, property damage (including merchandise and equipment), personal injury, and medical payments that may occur while represented company and its employees are occupying any of the Mt. Hope Event Center premises; which may be caused from natural disasters or manmade such as fire, theft, flooding, etc. these liabilities and disasters listed here are not all inclusive; therefore any incident that occurs will be deemed as included under this agreement; thereby releasing JW Promotions, James J Witzky, Mary T Witzky or the Mt. Hope Event Center of any responsibility.

\_\_\_\_ (PLEASE INITIAL) Exhibitor must carry liability insurance protection, and Exhibitor must provide a certificate of such to JW Promotions along with a signed contract and payment for booth space. JW Promotions will not be liable to Exhibitor, Exhibitor's employees, agents, or visitors or to any other person whomsoever for any injury or damage to property at or about the premises caused by the negligence or misconduct of Exhibitor, its agents, servants, or employees. Exhibitor agrees to indemnify JW Promotions and hold them harmless from any loss, expense or claim arising out of such damage or injury.

Booth Rental Fees include advertising, pipe and drape and electricity and WIFI. Table and Chairs will be available for rent 8" Table \$15 and Chairs \$3 each for the duration of the event. Please indicate your need on page 2 of this document. There is a \$75 charge to have signage hung. Table covers are the responsibility of the exhibitor. Until signed by a representative of JW Promotions, this application only constitutes as an application for the Exhibition at the show listed above.

**NO EXHIBITOR WILL BE" ASSIGNED" A BOOTH SPACE UNTIL ALL FEES ARE PAID IN FULL! a deposit only "RESERVES" your space payment in full by the dates indicated assures "ASSIGNMENT" of spaces!  
ALL RENTAL FEES ARE NON REFUNDABLE 30 DAYS PRIOR TO THE SHOW.**

\_\_\_\_ (PLEASE INTIAL) EACH EXHIBITOR WILL RECEIVE 4 EXHIBITOR PASSES PER DAY. A LIST OF DAILY WORKERS MUST BE IN TO OUR OFFICE NO LATER THAN FEBRUARY 1ST, 2019. THESE PASSES ARE FOR WORKERS ONLY, DISCOUNTED TICKETS CAN BE PURCHASED FOR FAMILY MEMBERS IN ADVANCE @ \$2.50 EACH.

**SET UP: MONDAY February 25th, 2019 8AM - 5PM, TUESDAY February 26th 8AM-5PM, WEDNESDAY FEBRUARY 27TH 8AM-6PM, THURSDAY February 28th 7AM-11AM. ALL EXHIBITS MUST BE UP AND READY TO GO BY 11:30.**

**ANY EXHIBITOR NEEDING OVERHEAD DOORS OR ASSISTANCE WITH FORKLIFTS OR TOWMOTORS MUST BE IN THE BUILDING BY WEDENSDAY FEBRUARY 27 BY 2PM. NO EXCEPTIONS**

**SHOW HOURS: THURSDAY 12PM-8PM, FRIDAY 9AM-9PM, SATURDAY 9AM-5PM**

\_\_\_\_ (PLEASE INTIAL) **TEAR DOWN SATURDAY FROM 5-9PM AND Sunday 9am-2. All exhibits must be out of the building by Sunday @2pm.**

**NOTE:**

- Landscapers, Builders or anyone needing extra setup time please contact your Sales Representative to make arrangements. We will have a skid loader, scissor lift, tow motor and 2 wheel dollies available. Heavy Equipment must be operated by JW Promotions or The Mt. Hope Event Center Staff Only !
- **LANDSCAPERS MUST LAY PLASTIC ON THE FLOOR AND PLEASE MAKE SURE YOU ARE USING REGULAR SAND ABSOLUTLEY NO POLY SAND!**

<b>ELECTRICAL: (Extension Cords and power strips for individual booths are exhibitors responsibility.)</b> Please indicate electrical requirements below:	
<b>110</b>	<b>FREE</b>
<b>220</b>	There will be an additional charge for this connection of \$75.00
<b>Additional electrical needs:</b>	
Sign Hanging: \$75.00	
TABLES \$15_____ CHAIRS \$3_____	

A non-refundable deposit of 50% must accompany contract to guarantee a space is "reserved". Payment in full must be received by the date indicated below or no space will be assigned. All placements are made by postmark dates and paid in full status. Sign and return this form with your payment to JW Promotions PO Box 208 Howard, Ohio 43028. All rental fees must be paid in full by January 15th, 2019.

When paying with credit card please indicate amount to be charged! Please note if a balance is carried over, your balance will be run by the "pay in full date" indicated above, unless otherwise specified!

A fee of \$30.00 will be charged for each returned check.

**PLEASE NOTE BOOTHS ARE SOLD IN 10 X 10 INCREMENTS. (\$600.00 per 10x10)**  
**PLEASE INDICATE HOW MANY 10X10 SPACES. CORNERS ARE AND ADDITIONAL \$100**

**NUMBER OF 10 X 10 SPACES \_\_\_\_\_ 10 X 10 = \$600.00**

**CORNER ADDITIONAL \$100 \_\_\_\_\_**

**ADDITIONAL SERVICES \_\_\_\_\_**

**TOTAL \_\_\_\_\_**

**SPONSORSHIP PACKAGE \$3000.00 INCLUDES 10 X 20 BOOTH SPACE ADDITIONAL SPACE PRICED AS ABOVE.**

Plan # _____ Date: _____ Sales Rep. _____
Business Name: _____
Authorized Signature: _____ Print Name _____
Billing Address for card statement: _____
Payment Method Company Checks Visa, Master Card # _____ exp. _____

**JW Promotions, PO Box 208 Howard, Ohio 43028**  
**Phone 740-397-7788 Fax 740-326-6604**  
**jodywitzky@earthlink.net**