

FMCA's 102nd International Convention & RV Expo

# EXHIBIT SPACE CONTRACT

JOIN US

MARCH 10-13, 2021

Georgia National  
Fairgrounds & Agricenter

Perry, Georgia



# EXHIBIT SPACE FEES/OPTIONS

## INCLUDED WITH INDOOR BOOTH EXHIBITION FEES

- Company name, address, telephone number, and a 40-word product description highlighting the products that you will be exhibiting. This listing will be included in the event program and the mobile event app.
- Event programs for your company representatives.
- Name badges for your company representatives.
- Complimentary participation at all entertainment functions.
- Company identification sign for your booth (name will appear exactly as your commercial membership).
- 8-foot high back drape and 8-foot high side rails in show colors.
- Aisle carpeting in show colors.
- Exhibit floor security when exhibits are closed.
- One (1) 5 AMP/110V electrical outlet.

### INDOOR EXHIBITION FEES

SPACE DIMENSIONS	PRICE
10 x 15	\$1,100 each
10 x 10 Corner	\$850 each
10 x 10 Non-Corner	\$680 each
Adjoining 10 x 10	\$575 each

### Display Spaces for Indoor Booth Exhibitors

See floor plan.

## INCLUDED WITH RV SPACES AND OUTDOOR SUPPLIER DEMONSTRATION AREA DISPLAYS

- Company name, address, telephone number, and a 40-word product description highlighting the products that you will be exhibiting. This listing will be included in the event program and the mobile event app.
- Event programs for your company representatives.
- Name badges for your company representatives.

- Complimentary participation at all entertainment functions.
- Directional signage with your company name indicating the location of your display space.
- Exhibit security when exhibits are closed.

### RV Display Space is \$0.85 per Square Foot

See floor plan.

### RV Exhibit Description

#### Indicate if RVs are:

**New:** Never-titled production-line RVs; never-titled conversions; or like-new conversions that are "not for sale." RVs in this category may be displayed in the "new" or "used" display area.

**Used:** RVs or conversions that have been titled or any combination of display RVs that does not meet the criteria outlined below for the "combined new and used" display area. RVs in the "used" category may be displayed in the "used" RV area only.

**Combined New & Used:** Your display area must consist of at least 3,200 square feet; you must have at least two or more new, never-titled production-line RVs or conversions in your display; and at least half of the total number of RVs or conversions displayed must be new, never-titled production-line RVs or new, never-titled conversions. RVs in this category may be displayed in the "new" and "used" display areas.

### Outdoor Supplier Demonstration Area is \$5.00 per Square Foot

#### Outdoor Supplier Demo Description:

10-foot minimum width; 10-foot minimum depth; 20-foot maximum depth. This area will be located outdoors on the grassy area walkway leading into the Miller-Murphy-Howard Building. Power is available at an additional cost through Hale Expo Services. This area can include Toy Haulers. A plot plan must be submitted designating the size of the space requested with the area required by the product drawn to scale within the requested space. Photos are requested and will facilitate the approval process for this area.

## COMPANY INFORMATION

COMPANY NAME		COMMERCIAL MEMBER NO.	
SHOW CONTACT NAME		EMAIL	
SHOW CONTACT CELL PHONE	COMPANY PHONE	FAX	
ADDRESS	CITY	STATE/PROVINCE	ZIP/POSTAL CODE
WEBSITE	LINKEDIN	FACEBOOK	TWITTER

PRODUCT INFORMATION: LIMITED TO A 40-WORD OR LESS PRODUCT DESCRIPTION. THIS INFORMATION WILL APPEAR IN THE EVENT PROGRAM, MOBILE EVENT APP, AND ON FMCA.COM

### WE ARE APPLYING FOR INDOOR EXHIBIT SPACE

Space Dimensions	Price	# of Spaces Requested
10 x 15	\$1,100 each	
10 x 10 Corner	\$850 each	
10 x 10 Non-Corner	\$680 each	
Adjoining 10 x 10	\$575 each	

Our Space Choices Are:


### PAYMENT

Total Exhibit Fees: \$ \_\_\_\_\_

New Commercial Membership Fee: \$ \_\_\_\_\_

Renewal Commercial Membership: \$ \_\_\_\_\_

Check enclosed in the amount of \$ \_\_\_\_\_ made payable to FMC, Inc. Charge by credit card\* by calling 513-474-3622 or 800-543-3622.

*\*Please note that there will be a 4% credit card fee applied to all credit card charges.*

### WE ARE APPLYING FOR RV SPACE AT \$0.85 PER SQUARE FOOT AND HAVE ATTACHED A COPY OF THE SPACE MAP WITH OUR SIX (6) CHOICES LISTED.

Our Space Choices Are:


Our display units are:  New  Used  Combined New/Used

Total square feet requested: \_\_\_\_\_

@ \$.85 per square foot \$ \_\_\_\_\_

### WE ARE APPLYING FOR OUTDOOR SUPPLIER DEMONSTRATION SPACE

Square Footage Required: \_\_\_\_\_ x \$5.00 = \$ \_\_\_\_\_

50% deposit required by Friday, November 20, 2020; after Friday, November 20, 2020, payment in full. Final remittance will be due on or before Friday, January 15, 2021. FMCA does not bill for remaining space fees. Fees not paid by January 15, 2021, will be considered cancelled and forfeited by the exhibitor.

SIGNED BY AUTHORIZED REPRESENTATIVE \_\_\_\_\_

DATE \_\_\_\_\_

PLEASE SIGN AND DATE IN THE SPACES ABOVE.

**Return the Form with Payment to:**  
 FMCA 8291 Clough Pike, Cincinnati, Ohio 45244 | 513-474-2332 fax

# RULES AND REGULATIONS GOVERNING THE EXHIBITOR

## I. SCOPE OF CONTRACT

This contract is made subject to the following rules and regulations, which are a part hereof.

## II. REVOCATION OF CONTRACT

It is understood and agreed that FMCA may revoke this contract at any time it determines, in its sole discretion, that the Exhibitor of the products and services the Exhibitor intends to exhibit are not suitable to the general character of the show, or are inconsistent with FMCA's values and purposes. In such case, FMCA shall refund to the Exhibitor all the exhibit space fees paid by the Exhibitor, which shall be in full liquidation of all loss or damage suffered by the Exhibitor.

## III. EXHIBIT SPACE ASSIGNMENT

The space as stipulated in this contract is to be used during the convention solely for the exhibitor named in this contract. FMCA reserves the right to alter exhibitor requests for specific exhibit space.

## IV. REASSIGNMENT OF EXHIBIT SPACE

No Exhibitor shall assign, sublet, or apportion the whole or any part of the space allotted herein without the written consent of the Director of Events.

## V. USE OF EXHIBIT SPACE

A. Exhibit space is to be used solely for display of product, service, or merchandise.

B. No Exhibitor, other firm, corporation, or individual shall advertise or distribute literature concerning the product of any other firm, corporation, or individual except as specified in its contract for space.

## VI. COMMERCIAL MEMBER STATUS

No RV, bus conversion, or product may be displayed in the commercial area unless it is the product of a commercial member of the FMCA. All vehicles on display must meet the criteria required for FMCA membership.

## VII. RESTRICTIONS

A. The Director of Events reserves the right to restrict exhibits which, because of noise or for any reason, become objectionable, and also to prohibit or evict any exhibit that in his judgment may detract from the general character of the show. In the event of such restrictions or evictions, show management shall not be liable for refunds of any kind.

B. Height of rear booth partition and display materials must not exceed 8 feet in height. Side partition on booth will be 8 feet high from front to back at this event. Counter height tables will be permitted. All surfaces exposed to aisle or other booths must be of a finished nature, either by draping or decorative panel. When a canopy is used, it may be supported at the corners by something no larger than the size of the exhibit tubular frame, and the canopy must be erected so as to allow an unobstructed view of neighboring booths. *Additional show rules in exhibitor confirmation materials will also apply.*

C. The Director of Events or Physical Properties Manager may request changes in the method of display if it is objectionable to an adjoining exhibitor or Show Management under the above rules.

D. A height restriction for all Outdoor Supplier Demo and RV displays will be in force. No decorations or flags in excess of 20 feet, from the ground, will be permitted without prior permission of FMCA. This includes helium balloons.

E. International Association for Exhibits and Events display rules and regulations will also apply. Violators will be subject to fines and may/or may not lose rights to participate in space drawing procedures for future FMCA conventions.

F. Production-line tow trailers are not permitted in the RV display area. Tow trailers that are for sale and have been custom built by a RV manufacturer specifically to accompany or to use with a specific RV, usually to be displayed with it, are permitted in the RV display area. The tow trailer must be displayed carrying the vehicle it is intended to tow. Office trailers may not be placed on exhibit space.

G. No pets will be allowed in the seminar buildings, exhibit buildings, entertainment facilities, eating areas, or within the RV display area. Only service dogs may enter these areas.

## VIII. LIMITATION AND LIABILITY

A. The Exhibitor covenants to indemnify and to save harmless FMCA, the Show sponsors, its Director of Events, Physical Properties Manager, and service contractors (collectively, the "Indemnified Parties") from and against any and all claims, demands, causes of action, suits, or judgments (including reasonable attorney fees, costs, and expenses incurred in connection therewith) for death or injuries to persons or loss of or damage to property arising out of or in connection with the use and occupancy of the exposition area or the demised exhibit and display space or spaces by the Exhibitor, his agents, servants, employees, contractors, licensees or invitees and not caused by the negligence of the Indemnified Parties. In the event of any claims made or suits filed, FMCA shall give Exhibitor prompt written notice, by certified mail, to the address stated on the reverse of this contract, of such claim or suit, and Exhibitor shall have the right to defend or settle the same to the extent of his interest hereunder.

B. FMCA reserves the right to cancel or postpone any event promoted by FMCA without cause or warning. Should FMCA be forced to cancel an International Convention & RV Expo along with any associated activities, exhibitors will receive a letter of credit for the registration and service(s) being affected by the cancellation. Equivalent utilities/services at a future event may not be available at a particular venue, so the closest option will be provided.

C. It is further expressly agreed and understood that FMCA, the Show, its sponsors, its Director of Events, and Physical Properties Manager, shall not be held responsible for any loss of or damage or injury to property belonging to the Exhibitor, his agents, contractors and employees while the said property is in the exposition area, or at any other time and place.

D. The owners of the property on which the show is held will not be responsible for injury, loss or damage that may occur to the Exhibitors or to the Exhibitors' employees or property from any cause whatsoever, prior to, during, or subsequent to the period covered by the Show.

## IX. GENERAL INSTALLATION AND REMOVAL OF EXHIBITS

A. Exhibits shall not be removed before completion of show except by permission of the Director of Events or Physical Properties Manager, who will notify Security Guards. **Exhibitors tearing down prior to the end of show will be fined.** A fine of \$300.00 may be issued to booth exhibitors and outdoor supplier/demonstration displays and \$1,000.00 per unit removed for RV exhibitors.

B. Nothing shall be attached to any of the pillars, walls or tent walls, doors, floor, or fixtures except by permission of the Director of Events or Physical Properties Manager. If the premises are defaced or damaged by any act of negligence by any Exhibitor, its agents, or guests, the Exhibitor will apply to FMCA such a sum as shall be deemed necessary for complete restoration to previous condition.

C. All necessary electrical, gas, steam, water or drainage outlets and services required by the Exhibitor shall be installed only by personnel hired or approved by the Physical Properties Manager and at the Exhibitor's expense.

## X. EXHIBITOR CONFIRMATION MANUAL(S)

Exhibitor Confirmation materials will be furnished to all exhibitors from FMCA and Hale Exposition Services, the official show decorator, and hereby made a part of this contract. All services and material supplied by FMCA, its agents and employees shall be requested in writing on the forms provided in the Exhibitor confirmation materials.

## XI. PAYMENT FOR EXHIBIT SPACE

A 50% deposit is required by Friday, November 20, 2020, in order for exhibitors to participate in the space assignment procedures. A final payment of exhibit space fees will be due on January 15, 2021. Fees not paid by January 15, 2021, will be subject to ineligibility to participate. All monies refundable only upon written notice to the Director of Events within 15 days after date of space assignment confirmation. No refunds for cancellations will be made after January 15, 2021.

## XII. INSURANCE

Exhibitor will maintain, at its sole expense, comprehensive general liability insurance covering bodily injury and death to persons and property damage with minimum per occurrence limits of \$1,000,000, workers compensation and employer's liability insurance covering all those engaged by Exhibitor to provide services on its behalf, and adequate casualty property coverage for its own property. The general liability policy will name FMCA as an additional insured and must be in force during the full term of the Show including move-in and move-out days. Exhibitor must provide FMCA with a Certificate of Insurance confirming that all of these requirements are in place prior to March 6, 2021.

## XIII. GUARD SERVICE

Guard Service is provided by FMCA during set-up and dismantling of Exhibits and during the hours when Exhibits are closed. Every reasonable precaution is taken to protect property. Exhibitors may provide security guards for their specific display by permission from FMCA.

## XIV. EXHIBIT SPACE CANCELLATIONS, WITHDRAWALS, AND REDUCTIONS

Any Exhibitor who cancels, withdraws from the Show, or reduces the size of its space for any reason forfeits any monies paid as liquidated damages, and the Exhibitor agrees to be legally obligated to remit any unpaid balance for such assigned space. FMCA reserves the right to rent to another Exhibitor, eliminate, or to maintain vacant the cancelled space without obligation to the Exhibitor. FMCA reserves the right to sell space to another exhibitor if space is left empty or is not used in the manner originally intended by FMCA. No space may be used solely for storage purposes. All spaces must be decorated appropriately according to FMCA standards.

## XV. FAILURE TO OCCUPY SPACE

Any exhibit space not occupied by 10:00 a.m., Wednesday, March 10, 2021, will be considered cancelled and forfeited by the Exhibitor and subject to the provisions of Paragraph XI. Use of space as storage does not constitute "occupation."

## XVI. MOVE-IN and MOVE-OUT

A. **RV Exhibitors** may deliver display units to a **staging** area on Saturday, March 6, from 8:00 a.m. to 5:00 p.m. RV display set-up begins on Sunday, March 7, 2021, from 8:00 a.m. to 5:00 p.m.; Monday and Tuesday, March 8 and 9, from 8:00 a.m. until 5:00 p.m., and Wednesday, March 10, from 8:00 a.m. to 10:00 a.m.

**Booth exhibitors** may enter the display area for set-up of their Exhibits at 8:00 a.m. on Monday, March 8, 2021. Set-up hours are Monday and Tuesday, March 8 and 9, from 8:00 a.m. until 5:00 p.m., and Wednesday, March 10, from 8:00 a.m. to 10:00 a.m.

B. No Exhibitor may enter the exhibit areas after 5:00 p.m. on set-up days.

C. All Exhibits must be in place no later than 10:00 a.m. Wednesday, March 10, 2021, in preparation for the opening of displays from 1:00 p.m. to 5:00 p.m.

D. Late Exhibitors will not be permitted to set up Exhibits during Show Hours, 1:00 p.m. to 5:00 p.m., Wednesday, March 10, and Thursday, Friday, and Saturday, March 11, 12, 13, 2021, 9:00 a.m. to 5:00 p.m. Move-in of late exhibits is at the discretion of show management. There is no guarantee that exhibitors arriving late will be permitted to set up.

E. **RV Exhibitors** who wish to replenish supplies at their displays during show days may do so by *golf cart* between the hours of 8:00 a.m. and 9:00 a.m. **All exhibitors must have credentials in order to replenish displays.**

**Indoor Exhibitors** who wish to replenish supplies at their displays during show days may do so between the hours of 8:00 a.m. and 9:00 a.m. **All exhibitors must have credentials in order to replenish displays.**

F. **All Exhibits** must remain in their assigned spaces intact until 5:00 p.m., Saturday, March 13, 2021. *Early removal of Exhibits will result in a fine of \$300.00 per booth display and outdoor supplier/demonstration displays and \$1,000.00 per unit removed for RV exhibitors and may also result in loss of right to participate in the space drawing/space assignment procedures for the next convention or forfeiture of future exhibit rights. FMCA members and guests deserve to see the displays totally set.*

G. **All Exhibitors must dismantle and remove their Exhibits no later than 12:00 p.m., Sunday, March 14, 2021. NO EXCEPTIONS.**

H. Exhibit areas will be closed to all exhibitors at 5:00 p.m. during set-up days and 5:00 p.m. during show days.

I. All Exhibitor display RV keys **MUST** be left in the possession of show management while RVs are in the staging area during set-up days. An authorized exhibit representative may claim keys when the display units are to be placed on assigned plots.

J. No products may be shown in the parking lots. Vehicles left overnight must be registered at the exhibitor registration office and have proper credentials. No dealer signs, addresses, or advertising messages are permissible in parking lots.

K. All Exhibitors are entitled to one free live-in dry camping RV parking space for each exhibit space purchased, which must be requested in advance. Each additional live-in dry camping space may be purchased at \$225 per space. Refer to the live-in sign-up form.

## XVII. SHOW HOURS

The days and hours during which all exhibits will be open to FMCA members and the public are as follows:

Wednesday, March 10	1:00 p.m. to 5:00 p.m.
Thursday, March 11	9:00 a.m. to 5:00 p.m.
Friday, March 12	9:00 a.m. to 5:00 p.m.
Saturday, March 13	9:00 a.m. to 5:00 p.m.

## XVIII. EXHIBIT SPACE RULES, REGULATIONS, AND AMENDMENTS

The Director of Events shall have full authority to interpret and/or amend these rules and to make any additional rules and regulations that in his/her discretion shall be in the best interest of the Show.