



EXHIBITORS GUIDE

Welcome

We would like to take this opportunity to extend our thanks for your commitment to participate in the 1st Annual Mocton Pet Expo on September 27, 2014. The Pet Expo allows pet businesses, rescue groups and many other pet enthusiasts to interact with the public and promote what we all love; **"Pets"**.

There will be many interactive demonstrations scheduled throughout the day and we invite all exhibitors to participate.

We want this Expo to be a success for everyone involved and we welcome any suggestions or comments you can provide. We will try our absolute best to accommodate you with any requests you may have to make your show experience a positive one.

Non for Profit exhibitors receiving booth spaces at reduced rates will be asked/encouraged to volunteer during set up.



Show Hours: Saturday, September 27, 2014: 10am – 5pm

Show Location: Coverdale Center, 50 Runnymede Road, Riverview, NB

Set up: Friday, September 26: 4pm – 8pm. Show hall will open at 9am on Saturday for additional setup

Tear down: Saturday, September 27: 5pm – 7pm

Important Notice: All exhibitors must be completely setup by **9:30am Saturday**

Materials Supplied: Each booth comes with:

- 1 table
- 2 chairs
- table cloth/skirting

Parking:

Please make room for the expo visitors, we would kindly ask you to park your vehicle farthest away from the entrance as possible (once you have finished unloading supplies).

All exhibitors are expected to maintain their booths for the full duration of the Expo. Written approval to close a booth early may be requested from expo organizers, but is subject to their discretion.



FOR EXHIBITORS BRINGING ANIMALS FOR THEIR BOOTH ANIMAL HOUSING REGULATIONS

1. ***Cleanliness:***

The Show requires that all kennels, litter, and shavings be kept clean and relatively free of waste matter.

2. ***Condition of Animals:***

Animals should be in excellent health and well groomed. Animals with open wounds, sores or broken appendages will not be allowed entry into the Show.

3. ***Water:***

Fresh water must be available to animals at **all** times. Please contact the Show Management if you need to make special arrangements to obtain water.

4. ***Animal Control:***

- ◆ All animals must be leashed, caged, or fully contained at all times. (The exception being during Show Presentations.)
- ◆ In the event that an animal escapes during the Show, the exhibitor will be notified and expected to retrieve the animal. If the animal harms another animal or person, the exhibitor assumes full responsibility for the damage.
- ◆ PLEASE do not bring unneutered males or females in heat onto the show floor

NOTE: Selling of live animals at the show is not permitted!



EXHIBITOR ACCESS & RULES

Booths will be provided 2 door passes per booth space.

Absolutely no admittance to the exhibit floor area without a pass.

Exhibitors are not permitted to share tables or sub contract table space without written permission from the show organizers.

No signs or displays will be permitted to be displayed by Exhibitors in the foyer or aisle areas.

Management reserves the right, in its sole discretion, to change any booth assignment at any time prior to the opening of the show.

The management shall be entitled to close an exhibit at any time for failure by any exhibitor to maintain a clean professional exhibit.

SIGNED

DATE



RELEASE AGREEMENT

THIS AGREEMENT made the _____ day of _____, 2014, between _____ (the "Attendee") and _____, organizer of the 2014 Moncton Pet Expo (the "Expo").

WHEREAS _____ (the "Organizer") has organized and will be holding the Pet Expo Sept 27, 2014

AND WHEREAS the Organizer has offered booth and/or display space at the Expo for rent;

AND WHEREAS one of the conditions of the use of booth and/or display space at the Expo is the provision to the Organizer of proof of insurance;

AND WHEREAS in consideration of the Organizer's agreement to waive the provision of proof of insurance, thereby allowing the Attendee to participate in the Expo, the Attendee hereby covenants and agrees to the following terms and conditions:

THAT

- a) The Organizer, its agents, employees, servants, successors and assigns are not responsible for any loss or damage whatsoever including but not limited to bodily injury or death or loss or damage to person or property of the Attendee arising out of or in any way connected with the Attendee in the performance, purported performance or non-performance of the Attendee's obligations and responsibilities under this Agreement;
- b) The Organizer shall not be responsible or liable for any debts contracted by the Attendee, for damages to persons or property or for salaries or non-fulfillment of contracts by the Attendee and the Organizer shall not be bound to do, observe or perform or to see to the observance or performance of any obligations or covenants imposed upon the Attendee;
- c) The Attendee shall indemnify and save the Organizer, its employees, agents, heirs, successors and assigns completely harmless against all actions, proceedings, claims, demands, debts, losses, costs, damages, expenses, liabilities and penalties (including but not limited to bodily injury or death or loss or damage to person or property) which may be brought against or suffered, sustained, paid or incurred by the Organizer, its employees, agents, heirs, successors and assigns as a result of any matter (whether bodily injury to or death of any person or loss of or damage to property or otherwise) arising out of or in any way connected with the Attendee or in the performance, purported performance or non-performance of the Attendee's obligations and responsibilities under this Agreement, except any losses, damages or injuries which occur or are caused solely and directly by the negligence of the Organizer;

- d) Should the Attendee decide to bring (an) animal(s) to be shown, they shall, as the legal owner/agent of the animal(s), waive and release The Organizer from any and all liability which the animal(s) may cause. This includes any injury, death, sickness or damage that the animal(s) may suffer during the Expo, or as a result of having attended the Expo. The Attendee also agrees to indemnify and hold harmless the Organizer from any and all claims due to damage the pet may cause to any family members of any third parties during the Expo. The Attendee specifically acknowledges that they recognize the risk of bringing their animal(s) to a show which will include other animals. This risk is entered into with the Attendee 100% responsible for their animal(s)'s behaviour, and for the animal.
- e) This Release and Indemnity Agreement is enforceable in the event of breach of contract, negligence or any other cause whatsoever;
- f) The Attendee understands that, by signing this release, he, she or it is waiving certain legal rights, including the right to pursue legal action; and,
- g) The releases and indemnities contained herein shall survive the termination or expiration of this Agreement.

DATED AT _____ in the Province of _____

this _____ day of _____, A.D. 2014

ATTENDEE



EXHIBITOR FORM

Pet Expo 2014 – Booth Space Confirmation			
Name of Business:	_____		
Type of Business:	_____		
Contact:	_____		
Mailing Address:	_____		
Phone:	_____	Email:	_____
Business Type			
Business:	3 or more employees	\$100.00	<input type="checkbox"/>
Small Business:	2 or less employees	\$50.00	<input type="checkbox"/>
Not for Profit:	Limited booth space available, volunteer hours required	No Charge	<input type="checkbox"/>
Payment:	<input type="checkbox"/> Visa/Mastercard	#	_____
		Expiry	_____
	<input type="checkbox"/> Email Money Transfer to Moncton.Pet.Expo @gmail.com		
FAX: 506-747-0327			

Conditions: All vendors will receive a 10x10 space, one table, 2 chairs and a table cloth/skirt. As a vendor you will be required to maintain your booth and display for the full day of the expo. Vendors are not permitted to take down their booths or displays prior to close of the day of the expo unless prior written approval has been granted by expo.

