

# Exhibit Rules & Regulations

It is understood that this application/contract is not a valid and enforceable agreement until accepted by MPA/MACS and signed by its authorized representative. MPA/MACS reserves the right to refuse the application of any proposed exhibitor in its sole discretion. Upon acceptance by MPA/MACS, a written confirmation and a copy of the application signed by MPA/MACS will be sent to the exhibitor. All funds received will be refunded in the event the application is not accepted.

The exhibitor expressly agrees to the rules set forth in this agreement regarding topics, such as subletting, admission, liability, hours of the exhibition move-in and move-out times, past due amounts, dismantling and the costs of exhibitions as specified.

In signing and submitting the application for exhibit space, we agree to abide by all rules and regulations as set forth in the application/contract and all other provisions of the agreement. We also agree to abide by subsequent additions to the event's rules and regulations which may become necessary for the good of the exhibition, including all on-site rulings which may be made by MPA/MACS.

**Subletting of Space:** No exhibitor may assign, sublet or apportion the whole or any part of space allotted, nor exhibit any goods or services other than those manufactured, sold, represented, brokered or handled by that company, nor permit any representative of any other firms to solicit business, take orders or sublet its space.

**Liability:** Exhibitors shall lease booths at their own risk. It is expressly understood and agreed to between exhibitor and Michigan Petroleum Association/Michigan Association of Convenience Stores (MPA/MACS) and DeVos Place that MPA/MACS and DeVos Place shall be under no liability for loss of or damage to goods or property of exhibitor, personal injury to exhibitor's employees, and each exhibitor executing this agreement expressly releases MPA/MACS and DeVos Place from all such claims. Exhibitor agrees to indemnify and hold harmless MPA/MACS and DeVos Place from any and all liability, damages, claims, suits and all other losses arising out of exhibitor's actions or failure to act.

**Space Restriction:** No portion of displays may extend beyond the contracted booth space. No display may exceed 10 ft. in height without the prior consent of MPA/MACS, and exhibitors would be responsible for additional cost. Exhibitors may not exhibit or distribute information outside of their leased space.

**Cancellation:** 1. CANCELLATION OF TRADE SHOW: In the event that any circumstances beyond the control of MPA/MACS cause the Trade Show to be cancelled, full refund will be made. 2. CANCELLATION BY EXHIBITOR: Prior to February 1, 2024, upon written notice of the intent to cancel, all sums paid by the exhibitor less a service charge of \$100 per booth, will be refunded. Cancellation February 2nd and after obligates the exhibitor to full payment of booth.

**DeVos Place Rules:** All exhibitors must comply with the regulations set forth by DeVos Place, for booth display in DeVos Place. No booth display may be higher than 10 ft. without prior permission from MPA/MACS. No Copy written or Licensed Music either live or recorded, may be played during the show.

No holes may be drilled, cored or punched in the building. No move-in or move-out through any pedestrian entrance or exit. No lighter-than-air (helium, etc) balloons are permitted in the building unless prior authorization has been received, in writing from DeVos Place Director. No adhesive-backed (stick-on) decals or similar items (except name tags) may be distributed or used in the building. Parking on loading docks or inside the building (except for loading or unloading) is prohibited; violators will be towed at owner's expense. Decoration, signs, banners, etc., may not be taped, nailed, tacked, stapled or otherwise fastened to ceilings, walls, doors, painted surfaces or columns, unless done by or under the direction of the DeVos Place Staff. No painting of signs, displays or other objects is permitted in the building. No flammable materials will be permitted to be used for decorations unless treated with flame proofing and approved by the Fire Department. No machinery may be operated on the premises, or any flammable chemical used for either mechanical or other purposes.

**Badges:** All person(s) present in booth(s) and on the Trade Show floor must be wearing assigned badges at all times. Exhibitor badges may be used only by those person(s) actually working in the booth(s). Four complimentary badges will be issued to exhibiting company for each 10 x 10 booth leased. Replacement badges are \$80 each with identification.

**Termination of Agreement:** In the event the premises where the Trade Show is to be held, in the sole determination of MPA/MACS, become unfit for occupancy or are substantially interfered with by reason of picketing, strike, embargo injunction, act of war, act of God, fire, emergency declared by any government agency, or by virtue of any ordinance or law of any municipal, state or federal governmental agency, or any other act beyond the control of MPA/MACS, this agreement may be terminated by MPA/MACS. In the event of such termination, the exhibitor waives any and all damages and agrees that MPA/MACS may, after deducting all costs and expenses, including a reserve for claims, refund to the exhibitor and for complete settlement and discharge of all said exhibitor's claims and demands, the pro-rated amount of all refunds paid by all exhibitors.

**Past Due Amounts:** Exhibitors agree that any past due amounts owed to MPA/MACS for any Association business will be paid in full prior to exhibiting.

**Booth set up will be made by Art Craft Display:** Exhibit Space cost includes a 10 x 10 booth, 8-foot high back drape, 36-inch side curtains, carpeting, booth sign with company name & booth number, a listing on our Website with a link to your Website and a listing in the Convention Program. Electrical services, tables, chairs and other special accommodations for display may be provided by DeVos and/or Art Craft upon request, at an additional cost to the exhibitor. Show colors will be Blue, Green & White.

**Dismantling:** Any exhibitor dismantling prior to 2:00 pm on the last day of the show will be fined \$500.