

# Booth Reservation | Contract

## 2021 NARI Home Improvement Show *40th Anniversary Show!*

May 14th, 15th and 16th at the Huntington Convention Center of Cleveland



**I.** The company name as provided below will be used in show-related advertising. **PRINT CLEARLY.**

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Products and Brands to be exhibited \_\_\_\_\_

**Note: Exhibitor accepts as part of this contract & agrees to comply with, the Rules & Regulations on the reverse side/attachment.**

**X** \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Signature of Exhibitor required above. Signing this contract also certifies that Exhibitor has liability insurance.

**2. Requested Booth Number(s) & Size:**  
 Refer to floorplan enclosed or at [narihomeshow.com](http://narihomeshow.com)

Requested Booth Size: \_\_\_\_\_ X \_\_\_\_\_

Total square footage (ie: 10' x 20' = 200 sq. ft.): \_\_\_\_\_

1<sup>st</sup> Booth choice \_\_\_\_\_

2<sup>nd</sup> choice: \_\_\_\_\_

3<sup>rd</sup> choice: \_\_\_\_\_

4<sup>th</sup> \_\_\_\_\_ 5<sup>th</sup> \_\_\_\_\_ 6<sup>th</sup> \_\_\_\_\_

**3. Booth Fees** (Check one)

\$11.50 psf if **NARI Cleveland member\*** : \$ \_\_\_\_\_

**OR**

\$15.75 psf if **non-NARI Cleveland member** \$ \_\_\_\_\_

Add \$100 per corner if applicable . . . . . \$ \_\_\_\_\_

Total Booth Fee from above . . . . . \$ \_\_\_\_\_

Add \$89 to link your company listing direct  
 To your website on [narihomeshow.com](http://narihomeshow.com) . . . . \$ \_\_\_\_\_

**TOTAL FEE . . . . . \$ \_\_\_\_\_**

Check here to receive information on sponsorship options.

\* Discounted NARI booth rate ONLY available to current NARI Gr Cleve Members or those approved for membership **on/before April 1, 2021.**  
**For membership info, call 216-631-7764.**

**4. Payment Terms** – If contracting for space prior to **FEB 15, 2021**, a 50% minimum deposit based on TOTAL FEE is required. **FULL PAYMENT** is required if contracting for space **FEB 15** or later.

**5. Payment Methods**  Check (to NARI Home Improvement Show)  MasterCard\*  VISA\*  AmEx\*

**\* Note: If paying by credit card,** any unpaid balance will automatically be processed to the credit card provided, on FEBRUARY 1, 2020. Receipt will be emailed to exhibitor within seven business days following payment processing.

Card Number: \_\_\_\_\_ Exp: \_\_\_\_\_ Security#: \_\_\_\_\_

Account Holder (Print): \_\_\_\_\_ Signature: **X** \_\_\_\_\_

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**Cancellation Policy** – Exhibitors cancelling or downsizing their booth prior to February 15<sup>th</sup>, 2021 will be assessed a cancellation fee in the amount of 50% of their cancelled or downsized booth. Exhibitors cancelling or downsizing February 15<sup>th</sup>, 2021 or later forfeit all deposits **NO EXCEPTIONS.**

**6. Mail/Email Contract and Payment to:**

**NARI Greater Cleveland** Tel: 330-322-9785  
 20956 Parklane Drive E: [kathym@naricleveland.com](mailto:kathym@naricleveland.com)  
 Fairview Park, OH 44126 E: [rgrsvc@gmail.com](mailto:rgrsvc@gmail.com)

[naricleveland.com](http://naricleveland.com) [narihomeshow.com](http://narihomeshow.com)

For NARI use:	Date	Ck or CC	Approval #
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
NARI Member? _____			031020

- 1. Definition of Booth Type and Height Regulations.** Perimeter: any booth along the far sides of the show floor. Peninsula: a booth open on both ends with another booth attached on the back wall. Island: a booth open on all four sides. Maximum back wall height permitted for any in-line or attached booth exhibit will be 8' high including sign. Perimeter and peninsula booths may reach a maximum height of 12' including sign and island booths may reach 16' maximum height. Side walls of in-line and peninsula booths may be at 8' only 4' from the back wall. The remaining 6' must be a maximum of 4' in height if they cover more than 30% of any one side.
- 2. Booth Walls.** Exhibitors are required to furnish and decorate any unfinished partitions, walls or backs of signs, which are visible to the public. Exposed backs of exhibit walls or signs will be draped or finished at exhibitor's expense. **It is recommended that all booths have a floor covering (i.e. carpet, tile, wood or other covering).**
- 3. Signs.** Banners and signs may be hung from the ceiling with express approval of Show Management. Signs that may, because of their inferior quality, materials or workmanship, be deemed by management to detract from the integrity of the Show, will not be permitted. **Price Signs are NOT permitted on the show floor.**
- 4. Booth conduct.** Display material of exhibitors must be confined to the booth space. Exhibitors have the right to distribute their catalogues and other approved printed matter, but only within their spaces, not in aisles or in the lobby. Exhibitors using microphones, VCR or any such sales devices in the booth will be monitored for volume. If the use of such devices proved to be a distraction to neighboring exhibitors, Show Management reserves the right to deny continued use of such devices. Exhibitors are not permitted to use any sales device, which in the opinion of Show Management contributed to a "carnival-like" atmosphere. Usage of unsightly cardboard boxes and/or unsightly display tables are prohibited.
- 5. Booth must be manned at all times during show hours. No exhibitor is permitted to begin dismantling before official close of show and will not be permitted off the show floor with exhibit/booth materials prior to closing.**
- 6. Fireproofing.** All decorations must be of fireproof material or be made fireproof. No crepe paper is permitted.
- 7. Subletting of Space.** Subletting, reassigning or appointing space is strictly prohibited.
- 8. Food:** No food products can be distributed or sold from the booth without express approval from the Huntington Convention Center of Cleveland. Show Management must be notified of this request for approval.

#### **PAYMENT FOR SPACE**

1. Deposits are non-refundable under any circumstance. For more details, refer to front side of contract. Once a space has been contracted, any change such as reduction in said space will release the guarantee for that particular space. No exhibitor will receive their Exhibitor Service Kits with an outstanding balance due on booth space. No exhibitor with an outstanding balance due on the booth space will be permitted to enter/set-up their booth at the Huntington Convention Center of Cleveland.
2. Exhibitor agrees to comply with all pertinent laws, codes, regulations of municipal or other authorities, which affect the show.

#### **INSURANCE & INDEMNIFICATION**

1. Exhibitor shall indemnify, hold harmless and defend Show Management, Sponsors, Agents, Employees and NARI Board of Directors from all losses, claims, liability, damage, actions, judgments recovered from or assessed against exhibitors, plus expenses', (including, without limitation, attorney's fees and expenses) for any injury to or death of any persons, or any loss of, through theft or otherwise, or damage to property arising in any way in connection with the use and employment by the exhibitor, or of any other person or entity with the permission, express or implied, or exhibitor of the space, equipment or the show space or hall; or arising from the use of equipment, devices furnished to or used by the exhibitor, or other persons in connection with the show, or the use of the space. Such indemnification shall not be effective if damage or injury results from the sole gross negligence or willful misconduct of Show Management or any of its employees.
2. Show Management shall have no liability whatsoever for any matter or thing resulting from strikes, lockouts, fire or other acts of God. Show Management shall return to exhibitor payments made by exhibitor after deducting there from a pro-rata share of expenses incurred in connection with the show.
3. Exhibitor must provide proof of workers compensation and obtain liability insurance for products and employees. Said insurance will be obtained at exhibitor's expense hold harmless and defend Show Management.
4. Show Management cannot be held responsible or liable for exhibitor's property at any time whether located at this exhibit or anywhere the inside or outside of the facility. In the event the Management takes charge of any property of an exhibitor, it will do so only at the exhibitor's risk.

#### **CREDENTIALS/EXHIBITOR PASSES**

The number of Exhibitor Passes/Credentials each exhibitor receives is based on booth size and are for the exclusive use of booth personnel only. **Exhibitor Passes are for the sole purpose of personnel working your booth and can NOT be distributed to guests under any circumstances.**

#### **AMENDMENTS**

1. Exhibitors shall abide by all rules and regulations set forth by this facility. Show Management reserves the right to expel any exhibitor violating those rules and regulations as stated in the Exhibitors Services Manual provided by the facility.
2. Show Management reserves the right to deny set up or exhibiting privileges to any company that does not comply with the terms of this contract.
3. Show Management reserves the right to decline or prohibit any exhibit, which in its opinion, is not suitable for the show. This reservation concerns persons, things, decorations, conduct, printed matter, advertising, souvenirs, catalogues and all other things, which affect the character of the show. The Show Management shall have full power in the interpretation and enforcement of all rules contained herein, and the power to make such amendments thereto and such further rules and regulations as it shall consider necessary for the proper conduct of the exhibition.
4. This contract must be signed and returned to Show Management in order to secure booth space.

The NARI Home Improvement Show is proudly owned and produced by NARI  
National Association of the Remodeling Industry Greater Cleveland Chapter

naricleveland.com

narihomeshow.com

Tel: (216) 631-7764

