



MarketKazoo

Friday, September 23 Saturday, September 24 Sunday, September 35 10:00 AM - 9:00 PM 10:00 AM - 9:00 PM 11:00 AM - 5:00PM

www.kalamazoohomeexpo.com facebook.com/HBAofWesternMI twitter.com/HBAWMI

PLEASE COMPLETE THIS AGREEMENT AND:

FAX TO: 269-375-6493

MAIL TO: HBA of Western Michigan

5700 W. Michigan Ave

Kalamazoo, MI 49009

OR EMAIL TO: SueH@hbawmi.com

ALONG WITH 50% BOOTH DEPOSIT

COMPANY (will be used for marketing materials)					
C		hibitor/Main			
Contract porcen					
Contact person Address					
City/State/Zip		2			
Phone					
Email					
Website					
EXHIBIT SPACE					
MarketKazoo					
Booth space is reserved for local craftsmen and vendors, area artists, boutique decor, and gifts for the home & garden	BOOTH RATES	QTY		1st	
Double (10ft x 20ft)	\$200			Choice	booth #
Regular (10ft x 10ft)	\$150			2nd	
	Ψ.00			Choice	booth #
SUBTOTAL (booth rate x number of booths]				3rd Choice	booth #
Marketing Subtotal				Choice	D00111 #
TOTAL INVESTMENT (space + marketing)					
. My booth will require standard electric (free/included in bo	ooth rate)	YES N	10		
. My booth will extend above 8ft in height.		YES N	10		
Eight-foot banquet tables do NOT come with the space,	a -	Jyes \square	10 G	QTY	
but can be provided upon request. Do you require a table Please include chairs	·			QTY	
. Flease inclode chairs	_	1125	0 0	() I	
OCIAL MEDIA HINT: CONNECT WITH US TO SEE/S	Share importai	NT EVENT D	ETAILS		
please list your					
social media ————————————————————————————————————		 			
accounts					
PRODUCT DISPLAYED					
	llor con is see				
My company plans to exhibit the following products and	iyor services:				
					

TERMS & CONDITIONS

- A. A non-refundable deposit of 50% is required to reserve exhibit space. The balance due will be invoiced upon acceptance of this Contract by HBAWMI and must be paid within 60 days of invoice date. Full payment must be received before setup on March 10, 2022.
- B. A 50% cancellation fee will be charged if Exhibit Space is canceled in writing on or prior to March 1, 2022. No refunds are available after March 7, 2022. In the event of cancellation or abandonment by HBAWMI of any full day of the Home Expo, HBAWMI will refund a pro rata share of Exhibit Space price within sixty (60) days of the date of the cancellation or abandonment based upon the number of days for the Expo. If such cancellation or abandonment occurs for only a portion of any one day, the Exhibit space price will be deemed to have been earned for that day, and no refund will be payable. HBAWMI reserves the right to change the Expo Venue at any time.
- C. Exhibitor must supply a Certificate of Insurance for bodily harm, death, and property damage by March 1, 2022. (Minimum coverage of \$1,000,000, HBAWMI named as co-insured or additionally insured).
- D. VENDOR FOOD SALES OR SAMPLING: vendors can sell food products if they are not sold as a concession item. Food items for sale must be pre-packaged and intended for consumption at a later time. Sampling of foods for sale must be in compliance with food sampling guidelines. ALL VENDORS SELLING OR SAMPLING FOOD PRODUCTS SHOULD CONTACT THE KALAMAZOO COUNTY HEALTH & COMMUNITY SERVICES DEPARTMENT, ENVIRONMENTAL HEALTH DIVISION AT 269-373-5210 TO DETERMINE IF ANY LICENSING OR SPECIAL EQUIPMENT IS NEEDED.

All contract Rules and Regulations will be subject to interpretation by HBAWMI. All decisions of HBAWMI are final. The HBAWMI reserves the right to refuse Exhibit Space to any company.

I, the undersigned, have read, understand, and agree to abide by all provisions of this Contract the 2022 Home & Garden

Expo Rules and Regulations which are expressly incorporated into the terms & conditions of this contract:

FOR STAFF USE	ONLY
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Date received	Entered in GZ
Enter in Map Dynamics	Invoiced