



S&L Productions, Inc.  
 1916 Crain Highway, Ste. 16 – Glen Burnie, MD 21061  
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Producers of Quality Trade and Consumer Shows

## Application & Contract For Exhibit Space

This agreement between S & L Productions, Inc. and  
 Business Name \_\_\_\_\_ Exhibitor/Business Owner Name \_\_\_\_\_  
 Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
 Phone ( ) \_\_\_\_\_ Email \_\_\_\_\_ Website \_\_\_\_\_

Category of Work – **Send 3 pictures per category circled:** Wood Jewelry Florals Glass  
 Candles Fabric Basketry Metal Pottery Photography Misc.

Maryland Spring Craft Show			
February 29-March 1 & March 6-8, 2020			
Qty	Craft Booth	Fee	Amt
	10'x10' (2wks)	\$480	
	10'x15' (2wks)	\$720	
	10'x10' (1wk)	\$310	
	Corner Prem. (Add)	\$75	
	Chair rental	\$5	
	8' table rental	\$10	
	Discount flyers	FREE	
Total			
<b>50% Deposit Due with Contract</b>			
(60 days prior to show) Balance Due			

Maryland Fall Craft Show			
October 18-20, 2019			
Qty	Craft Booth	Fee	Amt
	10'x10'	\$295	
	10'x10' Corner	\$345	
	10'x15'	\$440	
	10'x15' Corner	\$490	
	Chair rental	\$5	
	8' table rental	\$10	
	Discount flyers	FREE	
Total			
<b>50% Deposit Due with Contract</b>			
(60 days prior to show) Balance Due			

**FOR S&L USE ONLY**

Booth No. \_\_\_\_\_  
 Contract No. \_\_\_\_\_  
 Accepted for S&L by \_\_\_\_\_  
 Date \_\_\_\_\_

**FOR S&L USE ONLY**

Booth No. \_\_\_\_\_  
 Contract No. \_\_\_\_\_  
 Accepted for S&L by \_\_\_\_\_  
 Date \_\_\_\_\_

**Sales Tax License** – Please indicate your permanent MD tax number here \_\_\_\_\_

If you do not have one, we will send your information to the state and a temporary license will mailed to you or provided at the show.

**To charge any of your fees, please fill out the following section - (circle one)** Mastercard Visa American Express  
 Account Number \_\_\_\_\_ Exp. Date \_\_\_/\_\_\_ CSV \_\_\_ Charge final balance when due? Y / N  
 Name on Card (Print) \_\_\_\_\_ Signature \_\_\_\_\_

We understand this contract for Exhibit Space will not be binding and in effect until deposit payment is received by S&L and duplicate contract is returned to us which bears an acceptable signature of an S&L official. All Rules and Regulations of the Show are accepted by us and made a part of this contract and we agree to comply with them, taking the space for display purposes under the terms and upon the conditions set forth in said Rules and Regulation listed on the reverse side of this contract.

Print Name \_\_\_\_\_  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

# RULES AND REGULATIONS

## **PAYMENTS:**

All payments must be made according to the schedule on the face of this contract. If for some reason, S&L allows a payment to be made less than 60 days prior to the show, it must be in the form of a certified check, money order or cash. In the event that an Exhibitor cancels, S&L shall have the right to retain as a cancellation fee all amounts then paid by Exhibitor.

## **ASSIGNMENT OF EXHIBIT SPACE:**

Space will be assigned with due consideration to Exhibitor's preference based upon date of receipt of application along with payment required for deposit. If for any reason the floor plan must be changed, S&L reserves the right to relocate Exhibitors affected by these changes. Exhibitors will be informed if such change is absolutely necessary and every effort will be made to make an equitable change based on the receipt of application for said Exhibitor.

## **BOOTH DIMENSIONS:**

Single booth size will be 10'x10' unless specified otherwise in brochure. All single indoor booths will be furnished with 8' high fabric background, 36" fabric side rails, 7"x44" company identification sign. For exhibitors suing multiple booths, backdrop and side rails will be furnished per decorator specifications. Overall height of display of exhibit should not exceed eight feet (8'). Exhibitors who wish to vary from these guidelines must contact S&L for approval.

## **REASSIGNMENT OF SPACE:**

Exhibitors may not permit other companies to use their space, or any part thereof, without express written permission of Show Management.

## **INSTALLATION & REMOVAL OF EXHIBITS:**

Exhibits may be installed and removed according to brochure and exhibitor letter sent prior to show. Exhibits not completely dismantled and removed by the specified time will be removed by the official drayage company at the prevailing rates and charged to the exhibitor.

## **CARE OF EXHIBIT SPACE:**

General cleaning of aisles will be provided, but exhibitors are responsible for keeping their space clean and exhibits manned and in good order. Each booth must be manned during show hours by at least one person. Cleaning should occur at close of the show each evening. Trash may be placed in the aisle for pick-up at that time.

## **COMBUSTIBLE MATERIALS & FIRE REGULATION:**

All decorations must be flame-proofed to the satisfaction of the Fire Department. No combustible oils or gases can be used as part of an exhibit. (Contact S&L for special permission). This applies to both inside and outside exhibits.

## **PLAYING OF COPYRIGHTED MUSIC:**

Playing of copyrighted music at events is prohibited by the copyright laws of the United States of America unless you have a written and

signed agreement with the author, composer or writer of the material, or have a license agreement with music licensing organization.

## **SOUND CONTROL:**

Sound equipment must be operated so as not to prove disturbing to other exhibitors. S&L reserves the right to determine the acceptable sound level in all such instances.

## **DISTRIBUTION OF LITERATURE & SOUVENIRS:**

Printed material, souvenirs, etc., must be distributed by exhibitors, from their space only. All such materials are subject to approval by Show Management.

## **LIABILITY AND INSURANCE:**

Exhibitors are advised to see that their regular company insurance includes extraterritorial coverage, and that they have their own theft, public liability and property damage insurance. Neither the sponsors, the employees thereof, nor their representatives, nor any employee of S&L Productions will be responsible for injury, loss, or damage that may occur to the Exhibitor or the Exhibitor's employees or property from any cause whatsoever prior, during or subsequent to the period covered by the contract, and the Exhibitor on signing this contract expressly releases the Sponsors, S&L Productions, its employees and representatives from, and agrees to indemnify same against any and all claims for such loss damages or injury.

## **UNFORESEEABLE CIRCUMSTANCES:**

"In the event of fire, strike, inclement weather, civil strife or other circumstances beyond the control of S&L which causes the show to be canceled in whole or in part, Exhibitor waives any claim for damages or compensation by S&L.

## **UNOCCUPIED SPACE:**

If the exhibitor fails to occupy the space contracted for by the end of the scheduled set-up, or fails to comply in any other respect with the terms of this agreement, S&L shall have the right to use such space in any manner without releasing the Exhibitor from paying the sum agreed upon in this contract.

## **AMENDMENTS:**

S&L shall have full power to interpret or amend these rules. Wherever these rules do not appear to cover specific situation, S&L reserves the right to make such rulings as may appear to be in the best interest of the show and the Exhibitor agrees to abide by such rulings.

## **SALES AND TAX REGULATIONS:**

Exhibitor must provide photocopy of Trader's License or Exhibitor's Affidavit to S&L prior to show; and must display same during show hours. Each Exhibitor will be required to have a 30-day license from the State of Maryland. If an Exhibitor already has a State Sales Tax license, they are required to display a photocopy of said license at the place of their exhibit. Each Exhibitor will be responsible for the collection of the Maryland retail sales tax.