



# North Dakota Agricultural Association

## NDAА Northern Ag Expo

### Trade Show Policy Information

Show management will accept exhibit space request and assign space with consideration given but not limited to nature of products or services to be displayed, timeliness of application, as well as the amount of space available in the effort to promote and develop the most professional and balanced show.

The North Dakota Agricultural Association reserves the right not to accept any exhibit, which in its opinion, is not suitable to the character of the show. Management reserves the right to change exhibit locations if deemed necessary and restrict any exhibit because of noise or other concerns. No copyrighted music is allowed as part of an exhibit.

**Electricity and other utilities are not included in the booth rental cost and must be ordered separately.** Electrical wiring and equipment installation must conform to the rules stated on the FARGODOME Exhibitor Price List and Order form. Information and order forms for electrical service will be forwarded to exhibitors prior to the show dates or may be obtained directly from the FARGODOME. Engines, motors may be operated with the consent of the house electrician. No forklifts, skid steers, or like equipment may be operated by anyone other than FARGODOME employees. Exhibitor Price List and Order forms along with full payment for utilities must be received by the FARGODOME no later than seven (7) days before the show in order to receive the advance rate. Orders received after this will be charged the floor rate and will be subject to availability.

Any complimentary food or beverage items you offer must be contracted through the FARGODOME, and approved prior to the show. Call Concessions at (701) 298-2658. Complimentary beverages may not exceed four ounces. **No nuts in shell may be distributed.**

All materials used in the exhibit hall must be non-flammable to conform to the fire regulations of the Fargo Fire Department. No touch up painting is allowed. Vehicles and equipment are required to have fuel tank covers locked or taped shut and be no more than 1/4 full.

Exhibitors will be responsible for any damage done to the building by themselves, their agents or employees. Any property damaged by exhibitors must be placed in its original condition by the exhibitor at the Exhibitor's expense. Exhibitors cannot drive or permit to be driven, nails, hooks, tacks, or screws into any part of the FARGODOME or any equipment contained therein. Exhibitors cannot make or allow to be made any alterations of any kind to the FARGODOME or any equipment contained therein and cannot affix or permit to be affixed by adhesives any signs, posters, notices, or graphics of any description without written consent of the FARGODOME.

Neither the North Dakota Agricultural Association, nor any member of the NDAA trade show committee, directors, officers, employees, or agents nor the FARGODOME will be responsible for any injuries to persons, or for loss or damage to property that may occur to the exhibitor, officers, employees, or patrons, from any cause prior to, during, or subsequent to the Trade Show period. By signing the application and agreement for exhibit space, the exhibitor expressly releases the North Dakota Agricultural Association and its officers and representatives from any and all claims, demands, damages, actions, and causes of action for any such loss, damage, or injury. Consignment of goods is entirely at the risk of the exhibitor.

Exhibitors are to maintain such insurance coverage necessary to protect against all risks assumed or incurred in, or in connection with this trade show.

**No early takedowns will be allowed. Outside exhibits are restricted** because of available parking needs for people attending the Trade Show.

These policies are subject to review and change should conditions warrant.

*The term "FARGODOME" when used in this agreement refers to the City of Fargo, which acts through its Fargo Dome Authority Board, and Global Spectrum, and the FARGODOME General Manager. The term "NDAA" when used in this agreement refers to North Dakota Agricultural Association.*