

## General Terms and Conditions for the 2012 North Central Ohio Home and Garden Show

### Set Up

- 1) **Time for Setting Up:** Exhibitors may begin to set up on Thursday March 15<sup>th</sup> from 9:00 am – 7:00 pm and Friday March 16<sup>th</sup> from 9:00 – 1:00 pm. All booths must be completed by 1:00 pm on Friday. A member of the North Central Ohio Home and Garden Show will be available to you at all times for questions and assistance.
- 2) **Show Hours:** The Show will be open to the public March 16<sup>th</sup> : 3-7 pm, March 17<sup>th</sup> : 10 am – 7pm and March 18<sup>th</sup> : 11 am – 4 pm. All Exhibitors are required to be at their booths at these times to work the show in a reasonable manner.
- 3) No adhesive is to be applied to any painted surface. Only 'painter' tape may be used to secure cords on floors.
- 4) No nails or tacks are to be nailed into walls or floors.
- 5) Thumbtacks are not to be used to secure table covers.
- 6) Candles are allowed in the building as long as they are enclosed in glass.
- 7) No fog or bubble machines allowed in the building. Permanently

### During Event

- 1) The North Central Ohio Home and Garden Show and its' Committee will not be responsible for damage of property due to the damage or destruction of the building, fire, accident, vandalism, earth movement, hurricane, tornado, windstorm, warfare, or loss due to theft, etc. The Exhibitor shall be responsible for any damage committed to the Historic Ohio State Reformatory by the Exhibitor's display or personnel.
- 2) It is expressly understood and agreed that by accepting these Terms and Conditions the Exhibitor will make no claim of any kind against the North Central Ohio Home and Garden Show or Committee member for any loss, damage or destruction of goods, or for any injury that may occur to the Exhibitor or those employed by the Exhibitor while in the Ohio State Reformatory.
- 3) The Exhibitor and the Exhibitor's personnel are only permitted in the area in which is being rented. This includes set up as well as during the event. The North Central Ohio Home and Garden Show and it's Committee will make every effort to ensure the gates and doors that lead beyond the show's rented space will be locked as to prevent unauthorized wandering throughout restricted areas of the Reformatory.
- 4) No photographs are to be taken of the prison directly behind the building. Signs will be posted where photography is strictly forbidden.
- 5) Staff from the North Central Ohio Home Show Committee and from the Building Industry Association will be on hand at all times to assist with any problems both during set up and the show.
- 6) A concession area for food and drinks will be available during show hours.
- 7) There is **NO** smoking anywhere inside the building. Cigarette butt receptacles are available in designated smoking areas outside.
- 8) Items previously located in the kitchen (i.e. sugar, creamer, paper ware, bowls, etc.) are Reformatory property and are not to be used by Exhibitors.

### Clean Up

- 1) Floors must be swept and any wet or sticky areas mopped up with water. Brooms, mops and water buckets will be available.
- 2) **All trash must be removed from the rental area and put in trash dumpster prior to leaving.** Trash cans and bags are provided. The North Central Ohio Home and Garden Show Committee will be responsible for trash throughout the facilities, but garbage remaining at your booth will be the responsibility of the Exhibitor.
- 3) Clean up hours will be Sunday March 18<sup>th</sup> from 4- 8 pm and Monday March 19<sup>th</sup> from 8 am – 12 pm. If any and all materials are not removed by March 19<sup>th</sup> at 12:00 pm, a **\$75.00** per booth fee will be assessed to the Exhibitor.

**Acceptance of the contract constitutes agreement to these general terms and conditions**