



# Syracuse Beer Fest January 11, 2020

F-Shed at the Regional Market, SYRACUSE, NY

## Exhibit Space Rental Agreement

### COMPANY INFORMATION

COMPANY NAME \_\_\_\_\_ CONTACT PERSON'S NAME \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 P.O. BOX \_\_\_\_\_ CITY \_\_\_\_\_ ONSITE CONTACT \_\_\_\_\_ CELL# \_\_\_\_\_  
 STATE/PROVINCE \_\_\_\_\_ ZIP \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_  
 TELEPHONE(\_\_\_\_\_) \_\_\_\_\_ FAX(\_\_\_\_\_) \_\_\_\_\_  
 SPECIFIC DESCRIPTION OF FOOD/GOODS/SERVICES \_\_\_\_\_

**NOTICE:** Only products and services listed above will be allowed within your booth.

### SPACE RESERVATION INFORMATION

#### Vendor Space Size:

10'x10' .....\$200.00.....\$ \_\_\_\_\_  
 20'x10' .....\$350.00.....\$ \_\_\_\_\_  
 30'x10' .....\$450.00.....\$ \_\_\_\_\_  
 40'x10' .....\$500.00.....\$ \_\_\_\_\_  
 50'x10' .....\$550.00.....\$ \_\_\_\_\_  
 20'x20' .....\$500.00.....\$ \_\_\_\_\_  
 30'x20' .....\$700.00.....\$ \_\_\_\_\_  
 40'x20' .....\$850.00.....\$ \_\_\_\_\_  
 50'x20' .....\$950.00.....\$ \_\_\_\_\_

#### Event Insurance:


Every vendor is required to issue Right Coast, Inc. an insurance certificate naming Right Coast, Inc. as additionally insured and certificate holder. If the vendor does not have insurance, the vendor will be added to Right Coast's insurance policy for \$65.00.

I will send an insurance certificate prior to December 15th, 2019

Please add my company to Right Coast's Insurance....\$65.00

TOTAL COST.....\$ \_\_\_\_\_

### PAYMENT METHOD

[ ] CREDIT  [ ] CHECK (Make Checks Payable To: Right Coast, Inc.)  
 # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ EXP DATE: \_\_\_\_\_ C.I.D. #: \_\_\_\_\_  
 PRINT CARDHOLDER NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
 (You can also call Right Coast, Inc. and give credit card information over the phone at 800-753-2978)  
 CHECK ENCLOSED FOR \$ \_\_\_\_\_

**TERMS:** Full payment must be received no later than December 15th, 2019. Full refunds for space cancellations will be made prior to December 15th, 2019 (less a \$25.00 administrative fee). Right Coast, Inc. reserves the right to cancel all unpaid reservations after December 15th, 2019. We have read and agree to abide by the rules and regulations for exhibitors on the reverse side of this agreement.

Authorized Signature X \_\_\_\_\_ Date \_\_\_\_\_  
 Name (print or type) \_\_\_\_\_ Date \_\_\_\_\_  
 Accepted by Right Coast, Inc. \_\_\_\_\_ Date \_\_\_\_\_

Please make a copy of this agreement for your records.

Mail to Right Coast Inc. - P.O. Box 3146 Syracuse, New York 13220-3146 or Fax to: 315-668-2834

FOR MORE INFORMATION Call (800) 753-3978 or E-mail Carrie@RightCoastInc.com or Rob@RightCoastInc.com

**NOTE: Vendors MUST read and sign both pages of contract.**



# Syracuse Beer Fest 2020 Rules and Regulations For Exhibitors

## **Move-In and Set-up Indoor/Outdoor Vendors**

Exhibitor spaces will be available for set-up from 8am until 2pm on Saturday January 11th, 2020. Move-in hours will be strictly enforced for security purposes.

ALL EXHIBITORS MUST BE SET UP PRIOR TO 2PM, SATURDAY, JANUARY 11TH. NO EXCEPTIONS! \*Special arrangements for early arrival can be made by calling the Right Coast office at 800-753-3978.

Indoor exhibitor fee includes space as well as pipe, drape and 110v electricity. On-site contracted exhibitor decoration services will be provided by Northeast Decorating & Exhibit Services, Inc., P.O. Box 607, Syracuse, NY 13209. A list of additional (optional) services and fees offered by this contractor can be obtained by calling (315) 471-9989.

Exhibitor display and merchandise must remain within the confines of the contracted space. Exhibitor materials must not overflow into the aisles. Distribution of literature and sales aids must take place within your assigned vendor space ONLY.

Booth space must be used solely by the company/person and for the products and services stipulated in the rental agreement. Subletting of space by exhibitors is strictly prohibited. FOOD & BEVERAGE sales will NOT be permitted. Any violation of contracted services will result in immediate removal without refund.

Exhibitors are always required to maintain a neat and orderly appearance. Right Coast reserves the right to remove any vendor not selling items listed on this application or deemed not family/-show friendly by Right Coast, Inc. staff. All decisions are at the sole discretion of Right Coast, Inc., and final. NO REFUNDS.

## **Vendor Passes**

Vendor Passes as issued as follows: (2 passes – 10x10 and 10x20 space) (4 passes – 10x30 space and larger)

## **Exhibit Hours**

Exhibit hours are 4pm - 9pm on Saturday, January 11th.

## **Breakdown and Move-Out**

Exhibitors will be required to remain open and operational until 9pm Saturday, January 11th.

Move-out of buildings must be completed no later than 12pm Sunday, January 12, 2020.

## **Refunds**

Refunds will be issued for cancellations made on or before December 15, 2020. Full refunds for space cancellations will be made prior to December 15th, 2019 (less a \$25.00 administrative fee). Right Coast, Inc. reserves the right to cancel all unpaid reservations after December 15th, 2019.

## **General Insurance Liability**

Right Coast, Inc., its agents, representatives, sponsors or employees are not responsible for any injury, loss or damage that may occur to the exhibitor or the exhibitor's employees or property from any cause or condition.

## **Compliance & Enforcement**

Right Coast Inc reserves the absolute right to remove any and all persons at its sole discretion without refund.

## **Security**

Security is provided for the venue only. All participants are responsible for their own property (ie., vehicles, personal belongings, merchandise etc.) Security can be found at the entrance gate.

## **Noise Restrictions**

Radios, stereos, TV's loudspeakers etc., shall not be operated in such a manner as to disturb others.

## **Right to Reject Application for Space Rental or Renewal**

Right Coast Inc reserves the right to reject any application for space rental or renewal on the basis of unsatisfactory previous conduct, sales of merchandise that does not fit within the scope of the event or is in direct conflict with the rules and regulations outlined in this contract, or upon any other basis made in the sole discretion of Right Coast Inc., Right Coast Inc. reserves the right to remove individual who exhibit unsatisfactory behavior during the event without refund.

I agree to the above regulations: \_\_\_\_\_ Date: \_\_\_\_\_