



Lawrence Home Show
February 15 - 17, 2019
Exhibit Space Application



Home Builders Association
 Building Our Community *STRONGER*

P.O. Box 3490
 Lawrence, KS 66046
 (785) 748-0612 - office
info@lhba.net - email

Show Dates & Times

Friday Feb 15 4 pm – 7 pm (MIXER)
 Saturday Feb 16 9 am – 5 pm
 Sunday Feb 17 11 am – 4 pm

Location

Crown Toyota Pavilio
 3430 S. Iowa St.
 Lawrence, KS 66046

Booth Size and Fees

	<u>Member Rate</u>	<u>Non Member Rate</u>
_____ 10' X 10'	\$ 385	\$ 870
_____ 20' X 10'	\$ 675	\$1,160
_____ 20' X 20'	\$1,050	\$1,535
_____ 30' X 20'	\$1,550	\$2,035

_____ I NEED ELECTRICITY! (\$50) #AMP's _____
 If your booth will require a 220 hookup, please call LHBA (785) 748-0612.

Location Preferences: Booth # _____ Booth # _____ Booth # _____
 Booth assignments will be made on a 'first come, first pick' basis. 50% deposit is due at the time of application. The Home Show booth fee balance must be paid in full by February 1st. Failure to pay in full for booth space by February 1st will result in a loss of space and deposit.

SPONSORS



Company: _____

Contact Person: _____

Phone Number: _____

Email: _____

Products/Services I plan to exhibit: _____

I have read and agree to the Home Show Guidelines.

Signature

Payment Method

_____ Check
 _____ Credit Card

Amount \$ _____

Credit Card # _____

Expiration Date _____

Name _____

Address _____

Signature _____

Lawrence Home Builders Association Home Show Guidelines

CHARACTER OF EXHIBITS

Each Exhibitor agrees to display only products or services which are sold by him in his regular course of business. It is the purpose of the Home Show and understood by the exhibitor, that only products and services that are pertinent to the field of home building, modernizing, decorating, furnishing, landscaping, or closely related to this field of activity shall be displayed, demonstrated and or explained. Each exhibit will comply with and conform to the laws of the United States and the State of Kansas and with the ordinances and requirements of the City of Lawrence and Douglas County, including any 'Crown Automotive' Rules and Regulations that apply to the use of their building and its premises. The Home Show officials reserve the right to reject an exhibit, or part thereof, which is not in keeping with the character and spirit of the Home Show.

SOUND CONTROL, ETC.

Loud speakers, radios, television sets, or the operation of any machinery or equipment which is of sufficient volume to be annoying to neighboring exhibitors are not permitted. Public address systems used to attract the attention of people passing in front of any booth are prohibited.

COMBUSTIBLE MATERIALS

Combustible oils, gases, or charcoal cannot be used as part of any exhibit without prior written approval. All inflammable materials must be fire proofed.

DISTRIBUTION OF LITERATURE AND SOUVENIRS

Printing, advertising, souvenirs, etc., may be distributed by exhibitors from the assigned space only. Any souvenirs or advertising that is of an objectionable or undignified character will not be permitted. Souvenirs will not be of the noise making variety. All such gifts are subject to the approval of the Home Show officials. Exhibitors must confine all sales activities within the limits of their own exhibit spaces.

CARE OF EXHIBIT SPACE

The Home Show janitors will sweep and clean the aisles, but the exhibitors must keep their spaces clean and their exhibits dusted and in good order. All exhibits must be ready for display ½ hour before Ribbon Cutting. **Exhibits must remain intact on closing day, Sunday, until 4:00pm.** Props and properties cannot be removed before that time without written permission from the Home Show officials. Exhibitors are required to cooperate at all times with the Home Show by maintaining their exhibits throughout the exhibition in perfect condition. Nothing may be attached to the floor or wall.

UNOCCUPIED SPACE

If an exhibitor fails to occupy space contracted for, or fails to comply in any other respect with the terms of the Home Show agreement, the Home Show officials have the right to rent such space to any other applicant without releasing the exhibitor from paying the sum agreed upon in his Home Show contract.

SUB-LETTING SPACE

An exhibitor shall not assign, sublet, or apportion the whole or any part of the space allotted to him, nor exhibit therein any other goods, apparatus, services, advertising signs, etc., other than those manufactured or sold by the exhibitor in the regular course of his business, without consent of a Home Show Official.

When it is necessary to use the equipment of another manufacturer distributor or dealer whose equipment should be displayed separately, then no advertising of that equipment may be in evidence.

Exhibits shall be staffed during all Home Show hours.

Friday, February 15, 4:00 – 4:45 p.m. Mixer

Friday, February 15, 4:45 p.m. – Ribbon Cutting

Friday, February 15, 5:00 – 7:00 p.m – Home Show Preview

Saturday, February 16, 9:00 a.m. – 5:00 p.m. – Public Show

Sunday, February 17, 11:00 a.m. – 4:00 p.m. – Public Show

EXHIBITOR PASSES

Exhibitor badges will be issued at the Home Show prior to the Public Show hours.

REMOVAL OF EXHIBITS

Remove all small items, merchandise, lighting fixtures, and other portable equipment immediately after the Home Show closes. **All exhibits must be completely removed by Monday, February 18, at noon.**

EVENTUALITIES

In the case the exhibition area shall be destroyed by fire or other elements or by any other cause or in case any other circumstances shall make it impossible for the Home Show officials to permit the contracted space to be occupied by the exhibitor the Home Show contract shall terminate and the exhibitor shall waive any claim for damages or compensation.

LIABILITY

Neither the LHBA nor Crown Automotive, the employees thereof, the City of Lawrence, or Douglas County will be responsible for any injury loss or damage that may occur to the exhibitor or to the exhibitor's employees or property from any cause whatsoever, prior, during, or subsequent to the period covered by the Home Show Exhibit Contract and the exhibitor on signing contract expressly releases the foregoing named association, individuals, representatives, committee, and officials from any or all claims for such loss, damage, or injury.

It is a provision of this contract that exhibitors have public and property liability insurance to protect themselves, LHBA, Crown Automotive, and its representatives, the City of Lawrence, and Douglas County, against possible claims arising out of negligent acts of his employees and booth visitors during the operation of his equipment in this exhibit.

DO YOU NEED ANYTHING FOR YOUR BOOTH?

Each booth at the Lawrence Home Show comes with Pipe & Drape. If you need tables, table linen, chairs or other display items, please see the itemized list below. (Additional items are available.)

AFTER YOUR BOOTH SELECTION IS CONFIRMED, PLEASE CONTACT MARQUEE DIRECTLY TO ORDER YOUR BOOTH ITEMS.



5050 Kansas Ave, Kansas City, KS 66106
Phone: 816-765-1444 / Fax: 816-765-0844

Name Of Event: Lawrence Home Show @ Crown Automotive

Event Date: February 15-17, 2019

***All Orders Must Be Received With Payment 1 Week Prior to February 15th to Ensure Equipment Needs**

Equipment	Price	Qty	Total Price	Notes
Carpet - 10'x10' Section	\$ 185.00			
<i>Circle One: Red, Black, Gray, Blue</i>				
Table - 6' or 8' Standard Height	\$ 36.50			
<i>Includes Floor Length Linen (Black)</i>				
Table - 4', 6' or 8' Bar Height	\$ 62.50			
<i>Includes Floor Length Skirt(Black)</i>				
Table - 30" Bar Height With Linen	\$ 30.00			
Seminar Table - 8'x18" With Linen	\$ 35.50			
Table - 30" Standard Height	\$ 19.50			
<i>Includes Floor Length Linen (Black)</i>				
Table - 4', 6' or 8' (No Linen)	\$ 8.55			
Table - 30" Bar Height (No Linen)	\$ 13.50			
Table - 60" Round (No Linen)	\$ 9.20			
Linen - 108" Round Polyester	\$ 12.50			
Linen - 120" Round Polyester	\$ 15.00			
Chair - Folding (Beige)	\$ 1.00			
Chair - Folding (White)	\$ 1.40			
Chair - White/Black Resin	\$ 3.00			
Chair - Black / White Comfort Chair	\$ 3.10			
Bar Stool	\$ 8.65			
Easels	\$ 10.00			
Trash Can - Small w/ Liner	\$ 5.00			
Subtotal			\$	
Lawrence Sales Tax		9.05%		
Total				

Vendor Information

Booth #: _____

Bill Order To: _____

Billing Address: _____

Phone Number: _____

Onsite Contact: _____

Email Address: _____

Please Return Form To Tim Giblin : tgiblin@marqueerents.com