



## **Halloween & HauntFest Show Exhibitor Guide and Agreement**

The Halloween & HauntFest Show is a two-day haunted house convention that will attract haunt owners, industry professionals, home haunters and Halloween enthusiasts.

HHF takes place August 27 – 28 in Arlington Texas  
Tradeshow days are August 27 - 28  
The venue is the Arlington Convention Center

HHF is exhibitor friendly. Show management and our venue are very amenable to special requests including the use of fog on the exhibit floor.

**Join us in Dallas this August 2016**

**Arlington Convention Center – 1200 Ballpark Way, Arlington TX 76016**

**Set Up August 26 - Tradeshow August 27-28 – Teardown August 28**

**Register On-line at <http://halloweenandhaunt.com/exhibitor-info/>**

Exhibitor table and booth assignments will take place at a later date. Exhibitors will be allowed to select their location based on the when they register on a first-come-first-served basis.

## 2016 EXHIBITION DETAILS

### Available Space Options

- Booths come with pipe & drape, 6' table with drape, two chairs, wastepaper basket and two vendor badges. Booths include a promo page on the website with a picture.
- Vendor and Home Haunter tables are bare and come with two chairs and two vendor badges. Vendors will be listed on the website.
- -Pro Attraction mini-haunt spaces are provided as empty floor space.
- -Electricity is purchased directly from the venue. Standard 20 amp service ordered in advance will be \$60 for the entire event.  
<http://halloweenandhaunt.com/utility-service-order-form/>

6' Vendor table	\$200
10' x 10' Vendor booth	\$400
10' x 20' Vendor booth	\$700
Corner booth upgrade	\$150
Pro Attraction 20' x 20' mini-haunt space	\$500
Pro Attraction 20' x 20' mini-haunt space & 10' x 10' booth on show floor	\$600
10' x 10' Home Haunter booth	\$150
6' Home Haunter table	\$100

### Booth Fees:

#### Exhibit Set-Up Hours

August 26, 2016 TBD

August 27, 2016 TBD

#### Exhibit Hours

May 2 2016, 10:00 AM – 7 PM

May 3 2016, 10:00 AM – 5 PM

*Note: Lights on the exhibit floor will be dimmed at 6:45 PM on Saturday. Doors to the exhibit floor will be locked at 7:15 PM*

#### Exhibit teardown Hours

Sunday August 28, 2016 5 PM – 9 PM

**Exhibitor Extra Benefits**

- Exhibitors receive complimentary featured posts on our website, Facebook posts, and placement in the show program.
- After hours hospitality room access
- Two convention passes

**Exhibitor Notes:**

- Main exhibit floor ceiling height is 25 feet.
- Anything that creates a mist/fog/smell/loud noise should be discussed with the show organizers well in advance of the show. Our venue is very accommodating, but we need to make them aware of the unusual stuff that happens at a haunt convention. For example, we have pre-authorized the use of fog on the show floor. The venue will want a demo on setup day for the facilities manager, and safety folks.
- You are responsible for collecting and remitting Texas sale taxes.

**Additional Exhibitor Badges:** Booths include 2 Badges. Each additional Badge is \$10.00 which only allow access to the show floor.

**Payment options:**

Register On-line at <http://halloweenandhaunt.com/exhibitor-info/>

Mail a copy of this agreement to: Halloween & HauntFest c/o Steven Colberg 218 N Bush Street, Santa Ana, CA 92701

**More HHF Marketing Opportunities****Convention Program Advertising - \$100 / \$50**

The HHF show program includes a show schedule, listing of seminars, times and speaker bios, a map of the tradeshow floor, and list of the exhibiting companies with booth numbers.

Program color back cover	\$1000
Full-page ad in program	\$300
Half-page ad in program	\$150

## **EXHIBITOR TERMS & CONDITIONS- HHF 2016**

I. THIS AGREEMENT shall be subject to and subordinate to the lease and rules and regulations between the selected "Convention Facility" and Halloween & HauntFest Show "HHF," for the period of the exposition. The term "Exposition" as used herein shall mean HHF. The term "Exhibitor" shall refer to the party contracting hereunder for said exhibit space, the term "Convention Facility" shall refer to the hotel and/or exposition building in which HHF is to be held.

### II. PAYMENT REQUIREMENTS:

- A. PAYMENT for all booth space, program advertising, sponsorship, fees, and/or additional registrations MUST be PAID IN FULL before the exhibit company will be allowed to occupy the assigned booth space.
- B. NO REFUNDS will be provided for program advertising, sponsorship, fees, or additional registrations after payment. Partial refunds for booth space may be available IF the Exhibitor provides notice at least 30 days prior to show opening.

III. USE OF ASSIGNED SPACE: It is expressly agreed that exhibit space is assigned under this contract subject to the following terms and conditions: (Note: For the purposes of this paragraph, "person" means any natural person or any corporation, partnership, foreign or domestic business entity.

A. All exhibits in the HHF exposition shall be officially housed in the specified convention facility.

B. All exhibit space assigned under this contract is for the SOLE AND EXCLUSIVE USE OF THE UNDERSIGNED EXHIBITOR. Exhibitor shall not reassign, sublease or share his assigned space with any other person or company. Exhibit space is assigned on the expressed understanding that it is to be used solely for the display of the products and/or services that the Exhibitor holds out for sale. Use of the assigned space for the display of products or persons other than the Exhibitor is a violation of this contract, and cause for exhibitor removal from the exhibit space.

C. Exhibitor shall display his products and/or services only in the designated exhibit area assigned in this contract. Exhibitor is expressly prohibited from displaying his products in any other space in or around the facility without written permission from the HHF management staff.

D. HHF holds the absolute right to require any Exhibitor to change, alter, modify, or remove any or all parts of Exhibitor's display, which HHF, in its sole discretion, deems unsuitable for the exposition or bothersome to the other exhibitors; including but not limited to signs, cards, fog machines, animations, air cannons or other material, stands, display cases, physical structures, booth configuration or items being displayed by Exhibitor.

E. HHF reserves the right to alter locations of Exhibitors or of booths as shown on the official floor plan, if deemed necessary, in the best interest of the exposition generally. HHF reserves the right to fill space vacancies occurring for the reason of non-arrival or late arrival of the Exhibitor.

IV. SPECIAL SERVICES: HHF shall provide the following items and services to the exhibitor without any additional charge: (NOTE: Forms and fees must be completed and submitted no later than 30 days before the official opening of HHF)

A. HHF will furnish Exhibitor one (1) pipe and draped booth space per booth ordered and one (1) standard six foot (6) draped table.

B. HHF will include Exhibitor's name and booth number in its official event directory, only if the information is formally submitted and fees paid prior to publisher's deadlines.

C. Exhibitor must obtain any and all needed labor, furnishings, wiring, lighting, decorations and other supplies and equipment through the in house exhibit company. All charges for such services are the sole responsibility of the Exhibitor, and exhibitors are NOT allowed to bill through HHF, nor shall HHF assume any responsibility for them under any circumstance.

V. LIABILITY FOR LOSS, THEFT, PROPERTY DAMAGE OR DESTRUCTION AND PERSONAL INJURY:

A. Exhibitor hereby agrees to hold harmless and waives any and all claims against HHF and the selected Convention Facility resulting from loss, theft, damage, or destruction of its property, or from personal injuries to it, its agents or employees.

B. Exhibitor assumes full and complete responsibility for any damage or destruction of property of others, or from Exhibitors participating in HHF event during the applicable dates. Exhibitor assumes full responsibility for any fines incurred by HHF as result of activities not pre-approved by HHF. This includes the triggering of fire alarms and smoked detectors. Exhibitor hereby waives any right of indemnification against HHF and the selected Convention Facility for any and all claims arising from exhibiting at HHF.

VI. INSTALLATION AND DISMANTLING OF EXHIBITS: (See installation and dismantling dates and times of Exhibitor Booths in the HHF Exhibitor Packet).

VII. INSURANCE: It is expressly acknowledged that HHF has not purchased insurance of any kind for the benefit of Exhibitor, nor is it under any obligation whatsoever to do so.

VIII. STRIKES AND LABOR DISPUTES:

A. Exhibitor shall obey all applicable union labor requirements prevailing in the selected Convention Facility at the time HHF is held.

B. Exhibitor shall take steps deemed necessary by HHF to avert or mitigate a strike or other labor dispute.

IX. EXHIBITOR'S RESPONSIBILITY FOR ADDITIONAL CHARGES: The following charges are the sole and direct responsibility of Exhibitor. HHF shall incur no responsibility or liability with respect to:

A. Any expense incurred as a result of partial or total evacuation of exhibitor from the selected exhibit facility.

B. Any expense required for Exhibitor to comply with any federal, state or local government regulation.

C. Any expense required for Exhibitor to comply with any regulation imposed by the selected Convention Facility.

D. Any expense incurred by Exhibitor due to a strike or labor dispute.

X. CHANGE OF TIME OR PLACE: HHF reserves the right to change the location and the time of the exposition, provided that it shall give Exhibitor immediate mailed notice of such change.

XI. CANCELLATION: Upon acceptance by HHF, this contract is binding. No refund will be executed to Exhibitor unless specified by HHF.

A. HHF has the absolute right to cancel this contract if Exhibitor fails at any time to comply with any or all of the terms, provisions or conditions of this agreement. Such cancellation shall be without liability on the part of HHF.

B. HHF has the absolute right to cancel the contract in the event that the performance is rendered impossible by any circumstances beyond the control of HHF, including but not limited to acts of God, government, or public enemy; strikes or other labor disputes; or the selected Convention Facility's inability to provide space. Such cancellation shall be without liability on the part of HHF provided that HHF refund Exhibitor for fees paid to date.

XII. EXHIBITOR'S RESPONSIBILITY FOR EXPENSES AND ATTORNEY'S FEES:

Exhibitor shall be liable to HHF for any and all expenses incurred by HHF in exercising and/or enforcing any of its rights under this contract, or incurred by HHF as a result of Exhibitor's violation or failure to comply with all the terms of this contract, including all court, mediation and attorney's fees.

XIII. RULES AND REGULATIONS:

A. HHF reserves the right to adopt any rules or regulations which it may deem necessary in order to facilitate the smooth and effective operation of the exposition. Exhibitor hereby agrees to abide by any such rules or regulations, as if they were fully set forth herein. The rules and regulations will be furnished to the Exhibitor upon his request.

B. HHF reserves the right to refuse admittance to the exposition, of any person, group of persons or organization, for any reason, without explanation or appeal.

C. HHF reserves the right to restrict, refuse or expel at any time, exhibits that in its sole judgment detract from the general character of the exposition. This reservation includes products, things, conduct, printed materials, or anything of a character that HHF deems objectionable or detrimental. The decision of HHF being final in this matter.

D. Exhibitor agrees to comply with any rules of the selected Convention Facility.

XIV. SPACE ASSIGNMENT: HHF shall have the right to assign exposition space as HHF deems appropriate. Exhibitor shall have no right to any space unless and until an application for exhibit space has been duly executed by HHF and all Exhibitors and exhibits have complied with a financial and other explanations under this contract.

E. Exhibitor agrees to maintain his staffed booth until the close of the show on Sunday. Failure to do so will result in a fine of \$200.

XV. THIS AGREEMENT contains the entire agreement between the parties and for all purposes shall be deemed to have been executed under and subject to and constructed in accordance with the laws of the State of Nevada. The parties stipulate and agree that the venue for any dispute arising out of this agreement shall be in Granite Bay, California.

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**Register On-line at <http://halloweenandhaunt.com/exhibitor-info/>**

The undersigned agrees to abide by the Halloween & HauntFest Show 2016 Exhibitor Terms and Conditions.

Acceptance of this application by the Halloween & HauntFest Show constitutes a contract.

Authorized Signature: \_\_\_\_\_

**Company Info**

\_\_\_\_\_  
Company Name (above)

\_\_\_\_\_  
Company URL

\_\_\_\_\_  
Company Address City State Zip

\_\_\_\_\_  
Company Email

**Contact Info**

\_\_\_\_\_  
Contact Name Contact Title (above)

\_\_\_\_\_  
Contact Phone Contact Email

**Please Attach email to [exhibit@HalloweenAndHaunt.com](mailto:exhibit@HalloweenAndHaunt.com) a 50 Word Company Product/Service Description.**

**Form of Payment:**

-Credit Card Payments Online: <http://halloweenandhaunt.com/exhibitor-info/>

-Mail payments made via check or money order to:

**Halloween & HauntFest Show c/o Steven Colberg 218 N Bush Street, Santa Ana, CA 92701**

**Credit Card Information:**

Check  PayPal  Visa  Amex  MasterCard

Card #: \_\_\_\_\_

3-4 digit code: \_\_\_\_\_ Expiration Date: \_\_\_\_\_/\_\_\_\_\_

Billing Address: \_\_\_\_\_

\_\_\_\_\_  
Cardholder's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

By including your credit card information, you agree that your card will be charged for total purchase. Credit Card refunds cannot be processed.