



## Exhibitor Application/Contract

March 26<sup>th</sup>-27<sup>th</sup>, 2021

Presented by Rogers County Builders Association, Inc  
& Visit Claremore

[www.ClaremoreHomeandGardenShow.com](http://www.ClaremoreHomeandGardenShow.com)

Company Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Exhibit Space Name (as it should appear on booth sign): \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email \_\_\_\_\_

*(Email is the primary way we will communicate with you)*

Website: www: \_\_\_\_\_

Due to this year's circumstance, vendors do not get to choose locations for this year. Hoping 2022 will be back to normal! Please let us know if you will need electric as there is now a \$10 charge.

Products to be displayed (please be specific) \_\_\_\_\_

Will you be selling products from your booth: No?  Yes?  If yes, please attach a copy of your OTC sales tax permit

Vendor Spaces		Sponsor	
_____ 10x10	\$250.00	_____ Major	\$3500.00
_____ 10x20 Premium	\$600.00	_____ DIY	\$2500.00
_____ 20 X 30	\$975.00	_____ Promotional	\$1500.00
_____ 30 x 30	\$1025.00	_____ Vendor Hospitality	\$500.00
_____ 30x60	\$1100.00		
_____ 110v electric hook up	\$10.00		
<p>Booths will include:</p> <p>One 8' table (plain-no table coverings)</p> <p>2 chairs</p> <p>8' back drape</p> <p>3' side drapes</p> <p>Exhibitor badges</p> <p>*Booth space in the Expo Hall is first come, first serve</p>		<p>(Electric Included in sponsorship)</p>	

### NOTICE

**A completed application includes payment in full and signed waiver of liability. Wi-Fi is available through Claremore Expo Center free of charge.**

Accepted by Exhibitor

Accepted by Claremore Home & Garden Show

\_\_\_\_\_  
I have read and accept the terms and conditions of the exhibitor's application and agree to be bound thereby

2021 Claremore Home & Garden Show Exhibitor's Application consists of cover sheet, payment information sheet, waiver of liability, and show guidelines.

Return completed application including payment and waiver of liability to:

**The Claremore Expo**  
**Attn: Kendel Stocker**  
**400 Veterans Parkway**  
**Claremore, OK 74017**

**Or email to [kstocker@claremorecity.com](mailto:kstocker@claremorecity.com)**

You should receive email confirmation within 5 business days of receipt of your application.  
Contact Kendel if you have *not* received your confirmation.

**Payment must be made in full by March 1<sup>st</sup>, 2021.**

**Method of Payment:**

\_\_\_\_\_ Check enclosed (**payable to RCBA**)

\_\_\_\_\_ Charge to credit-card (American Express not accepted)

Total amount due: \$ \_\_\_\_\_

Credit Card # \_\_\_\_\_ Expiration date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Billing Address for card: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ 3 digit CRV Code: \_\_\_\_\_

I authorize The Claremore Home & Garden Show to process the amount stated on this application on the date received unless other arrangements have been made.

***Event Location:***

Claremore Expo  
400 Veteran's Parkway, Claremore, OK 74017

***Exhibitor Move-In Hours:***

**Bulk move in only – Wednesday, March 24<sup>th</sup>, please call Kendel Stocker to schedule  
Thursday, March 25<sup>th</sup> from 9:00 a.m. to 8:00 p.m.  
Friday, March 26<sup>th</sup> from 8:00 a.m. to 10:00 a.m.**

***Move Out:* Saturday starting at 6 pm till 10 pm -no early breakdown or dismantling of exhibit. Early breakdown/dismantling of exhibit will jeopardize exhibitor's participation in future Claremore Home & Garden Shows. Inside exhibitor move out must be complete Saturday evening. Bulk move out starts Sunday at 8 am and must be complete by NOON – NO Exceptions.**

***Show Hours:* Friday, March 26<sup>th</sup> from 10:00 a.m. to 7:00 p.m.  
Saturday, March 27<sup>th</sup> from 9:00 a.m. to 6:00 p.m.**

**.....Contact for further information.....**

Kendel Stocker, Claremore Expo  
[kstocker@claremorecity.com](mailto:kstocker@claremorecity.com)  
918-342-5357

Laurel DeLammermore, Rogers County Builders Association  
[rcba@rcbaclaremore.com](mailto:rcba@rcbaclaremore.com)  
918-343-1911

**Show Guidelines of the  
2021 The Claremore Home & Garden Show  
March 26<sup>th</sup>-27<sup>th</sup>, 2021**

**The show committee reserves the right to make final decisions as to whom and what products may be exhibited at the show. Committee also reserves the right to assign all exhibitors location. Exhibitor may only conduct business and distribute printed advertising/literature from within its assigned exhibit space. Any advertising/literature that is of an objectionable or undignified character will not be permitted.**

1. Exhibitor's booth must be manned at all times (unless prior arrangements have been made with Show Committee). No sharing of booth space will be permitted (without express prior approval of show committee).
2. Signage for exhibitor's booth will be allowed to face the aisle on the front side of exhibitor's booth only. Exhibitor is prohibited from displaying products/services and/or other advertising material in areas outside of its booth space such as, but not limited to, parking lots, corridors, lounges, rest rooms, etc.
3. **Giveaways:** If exhibitor is doing a giveaway drawing, exhibitor agrees **not** to sell any information collected from the public and, agrees to hold the Claremore Home & Garden Show **harmless from any liability**.
4. **Refunds:** Should the City of Claremore and/or the Claremore Home & Garden Show Committee cancel the show due to COVID-19, refunds for full payment will be issued as soon as possible. Requests for refunds after March 10<sup>th</sup>, will be considered by committee.
5. It is agreed that the exhibitor shall make no claim(s) of any kind against The Claremore Home & Garden Show and shall indemnify and hold harmless the Claremore Home & Garden Show, Sponsors, Sponsoring organizations, Board members, officers, employees, Committee members of any such organization, consultants, promoters, authorized subsidiaries, or authorized sub-contractors. Under no circumstances will these organizations be responsible for loss, damage, destruction, theft of any merchandise, displays or goods of the exhibitors or any injury to exhibitor or employee while attending the show. Also, it is expressly understood there can be no claim for damage of any kind to the exhibitor's business due to any circumstance that developed from the show.
6. All property of the exhibitor remains under the custody and control of the exhibitor, subject to the rules and regulations of the show. Exhibitors should not leave merchandise unattended during show hours and especially during move-in and move-out times. It is suggested you contact your insurance agent regarding your coverage. Management is not responsible for loss. Building will generally be locked and secure until one hour before the show opens and ½ hour after show closing.
7. Each exhibitor must know and comply with all laws, ordinances and regulations to health, fire and public safety while participating in the show. Any food sampling must be individually wrapped and approved by the Rogers County Health Department. All aisles and designated emergency exits must be kept clear at all times. Please keep your area neat and clean during the show. Expo cleaning personnel are not allowed to enter your booth, so please place your trash in the proper receptacle.
8. Oklahoma Sales Tax Report forms will be available in the show office. **Everyone must fill out the report and return it and the tax collected to the show office unless you have provided a copy of your tax permit to the show committee.**
9. Music copyrighted and subject to license by ASCAP, BMI, and SESAC. Exhibitor is responsible for any fees applicable. The use of projectors or DVD players is allowed as long as the volume is controlled. Use of microphones or amplification is not allowed without prior permission from Show Committee.

**2021 The Claremore Home & Garden Show**  
**March 26<sup>th</sup> -27<sup>th</sup>, 2021**

**Waiver of Liability:**

Neither the Rogers County Builders Association; Claremore Cultural Development Authority, City of Claremore, Visit Claremore or any other sponsors assume any responsibility for destruction, damage or loss of the exhibitor's property for any cause. The exhibitors agree to indemnify and hold harmless said associations, sponsors, businesses and promoters or any others associated with the show from any liability and expense for any injury, property damage or other loss arising out of the use by the exhibitors of its exhibit space or activity in connection therewith. By my/our signature(s), I/we agree to this Waiver of Liability.

\_\_\_\_\_

\_\_\_\_\_

Date

\_\_\_\_\_

\_\_\_\_\_

Date

**Signed waiver must be returned with exhibitor's application for application to be accepted.**