

2022 HFGF Application - Oregon

Holiday Food & Gift Festival
 1225 NW Murray Rd #210
 Portland, OR 97229
 Phone: 503.643.8299
 Fax: 503.526.0685



The Original!
 Celebrating
 the Holidays
 Since 1986!

www.hfgf.com

info@hfgf.com

Hillsboro/Portland, OR	Westside Commons Event Center November 11-12-13, 2022	
10' x 10' In Line.....\$530	No. of In Line Booths _____	
10' x 10' Corner.....\$595	No. of Corner Booths _____	
*Electricity is NOT Included*WIFI is not included*Parking Fees handled thru Facility		
Booth Number Preference:#1 _____ #2 _____ #3 _____		
Electricity - ORDER THROUGH HFGF ONLY		
500W Electricity \$70.00 YES or NO \$ _____		

Redmond, OR	Deschutes Fair & Expo November 18-19-20, 2022	
10' x 10' In Line.....\$460	No. of In Line Booths _____	
10' x 10' Corner.....\$495	No. of Corner Booths _____	
8' x 10'.....\$420	No. of 8 x 10 Booths _____	
Booth Number Preference:#1 _____ #2 _____ #3 _____ <input type="checkbox"/> SALY		
(One 500w outlet IS included)		

List All Products to Be Sold in Booth:
<i>MUST send Photos of All Product(s) & 1 of booth set up</i>
PLEASE PRINT LEGIBLY

- Checks Payable to: Springtime Productions
 - NO Subleasing Booth Space
 - Floorplans Subject to Change
 - You Will Be Charged \$75 for Packing up Early
- Show insurance suggested please send copy to office by October

****Do Not Write in This Space - Office Use Only****		
Date: _____	Full Price of Space(s)	\$ _____
Booth Number(s): _____	Number of Booths	_____
	Handling Fee Per City	\$ 18.00
	Total Due.....	\$ _____
	Payment.....	\$ _____
	Payment due 5/16/2022	\$ _____

*****PLEASE PRINT LEGIBLY*****

Company Name: _____		
Contact: _____		
Address: _____		
City: _____	State: _____	Zip: _____
Phone: _____	Cell: _____	
Email: _____		
Website: _____		
FB Handle: _____		
IG Handle: _____		

<input type="checkbox"/> Visa/Mastercard/Discover ONLY	<input type="checkbox"/> Check		
Credit Card Number: _____			
<input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/>	<input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/>	<input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/>	<input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/>
Expires: <input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/>	3 Digits from Back of Card: _____		<input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/>
Cardholder's Name: _____			
<small>Note: By signing we will charge 50% upon arrival and the balance due on 5/16/2022. Electricity for Portland will be charged late October.</small>			
Cardholder Signature: _____			

Sign here that you have read ALL Terms & Conditions, initialed page 2, and agree to abide by them	

Print Name	_____
X	_____
Signature	Date: _____

Springtime Productions, Inc. Show Terms & Conditions

1. Use of Space

- a. **LIABILITY** – Exhibitor is entirely responsible for space leased by him and shall not injure, mar or deface the premises. Exhibitor shall not be permitted to drive nails, hooks, tacks, screws in any part of any show facility building. Furthermore, and Exhibitor shall not affix to the walls or windows of the building any advertisement, signs, etc., or use scotch tape, masking tape or any other adhesive type materials on painted surfaces. The Exhibitor agrees to reimburse the facility, and/or decorator, for any loss or damage to the premises or equipment occurring in the space leased to the Exhibitor.
- b. **AISLE** – The aisles, passageways and overhead spaces remain strictly under the control of the Management, and no signs, decorations, banners, advertising matter or special exhibits will be permitted in them except by special written permission of the Management. **All exhibits and their personnel must remain within the confines of their own spaces.** And no Exhibitor will not be permitted to erect signs or display products in such a manner as to obstruct the view, occasion injury or disadvantageously affect the display of other Exhibitors. No interference with the light or space of another Exhibitor will be permitted.
- c. **SPACE** – The space contract for is to be used solely for Exhibitor whose name appears on the Contract, and it is **agreed that Exhibitor will not sublet** or assign any portion of same with out the written consent of the Management. In the event Exhibitor fails to occupy or use his space or to have his exhibit completed and in place by opening of the show, he shall forfeit his right to the space, all prepaid rents, and upon demand pay any rental balance owing to Management. In the event Exhibitor fails to occupy the space contracted before 8:00 a.m. on the first day of the show, Show Management shall have the right to utilize such space in any manner it chooses. This will in no way release Exhibitor from its obligations nor shall Exhibitor be entitled to a refund. Space may be re-sold with no refund.
- d. **ALL DEMONSTRATIONS** or promotional activities must be confined within the limits of the purchased space. Noise resulting therefrom must not interfere with the other exhibitors.
- e. **RESTRICTIONS** – The Management reserve the right to restrict or remove exhibits, without refund, that may have been falsely entered, or may be deemed by the Management unsuitable or objectionable. This restriction applies to noise, P.A. systems, person, animals, birds, things, conduct, printed matter, or anything of a character that might be objectionable to the show or the Management.
- f. **MUSIC** – Exhibitor agrees that it shall not perform nor have performed for it or on its behalf, either live or by mechanical means of playing by radio, television, VCR, phonograph, compact disc, cassette or any other means, no transmit by any means, any copyrighted musical composition, at the Annual Holiday Food & Gift Festival or at any official function which is part of, affiliated with or held in conjunction with the Annual Holiday Food & Gift Festival unless Exhibitor shall first have obtained from the owner of the copyrights of all music to be performed, or from an agent of the owner legally authorized to grant permission, license or other proper authorization for the public performance of copyrighted music to be performed, authorization and permission for Exhibitor to publicly perform the copyrighted music at the Annual Holiday Food & Gift Festival. Exhibitor shall provide producer no later than ten business days prior to opening date of the Annual Holiday Food & Gift Festival with a copy of each such document authorizing Exhibitor to publicly perform copyrighted music at the Annual Holiday Food & Gift Festival. If Exhibitor has not provided copies of such documents to producer as provided herein, Exhibitor agrees that it shall not perform or have performed on its behalf, by any means, any copyrighted music at the Holiday Food & Gift Festival.
- g. **OFFENDERS** will be asked to leave the area if any of the above are violated; and, as exhibitor offender no refund will be given.

2. RULES FOR EXHIBITS:

- a. **ALL BOOTHS** and decorations **MUST** concur with the facility regulations, city ordinances and local fire codes. Any violations may result in the removal of any materials found to be in violation. **Materials for booth decorations and construction must be fire retardant.** Contact the local Fire Marshal if at all in doubt.
- b. **INSTALLATIONS** – Any special carpentry, wiring, electrical or other work, gas, steam, water or drainage connection shall be installed at Exhibitors expense.
- c. **LICENSES** – Any and all City, Municipal, State or Federal Licenses, inspections or permits as required by law of any Exhibitor in the installation or operation of his display shall be obtained by the Exhibitor at his own expense prior to the opening of the show.
- d. **RIGHT OF MANAGEMENT IN THE EVENT EXHIBITION IS NOT HELD** – Management shall not be liable for any damages or expense incurred by Exhibitors in the event the show is delayed, interrupted, or not held as scheduled; and if for any reason beyond control of the Management, the Show is not held, Management may retain so much of the amount paid by Exhibitors as is necessary to defray expenses already incurred by the Management.

- e. **MERCHANDISE REMOVAL** – No merchandise will be permitted to pass out of the building without approval by Management during the life of the Show. **No exhibits, or part of exhibit, may be removed until after the closing hour of the last day of the show.** Moving out early will result in a \$75.00 fee as per the signed contract.
 - f. **SECURITY FOR RENTAL** – Failure on the part of the Exhibitor to pay the rental as specified under the contract shall entitle Management to seize all merchandise, materials, and exhibits display by the exhibitor at the within described show and to retain the same as security for any unpaid rental amount owing hereunder. Upon the expiration of seven days after such seizure, Management shall have the right to dispose of same without notice to the Exhibitor in such manner as Management, in its absolute discretion, deems appropriate, whether by public or private sale in the manner determined solely at Management’s discretion, and without any obligation on the part of Management to effect any manner of publication respecting the date or any details or information as when or how such sale is to be carried out.
 - g. **AMENDMENTS**—Exhibitor agrees to abide by decisions of the Management concerning all matters pertaining to the administration and success of the Show which are not specifically stated.
 - h. **ATTORNEY FEES**—In the event suit or action is brought by Springtime Productions, Inc. under this agreement to enforce any of its terms, it is agreed that Springtime Productions, Inc. shall be entitled to reasonable attorneys’ fees and cost to be fixed by trial and appellate courts.
 - i. **ALCOHOLIC BEVERAGES**—Exhibitors and their employees, agents and guests shall not consume any alcoholic beverages except in designated areas. Violation shall be grounds for removing Exhibitor and his exhibit from the Show without refund.
3. **SECURITY AND INSURANCE** – We wish to provide the tightest security possible for the protection of your exhibit properties. **However, neither Springtime Productions, Inc., the facility management nor our Insurance company are financially liable for any losses, damages or “mysterious disappearance” of any kind.** Insurance is required for all exhibitors. It is your responsibility to contact your insurance agents to confirm proper coverage for exhibit materials. (Please read carefully the coverage provided by decorators and shipping companies to determine if additional coverage is necessary.) Any additional security must be arranged by the Exhibitor at his own expense.
 4. **CANCELLATION AND REDUCTION POLICY**—Any cancellations or changes **MUST BE IN WRITING and received by our office no later than June 1, in the year the show is held. Upon written request, refunds will be made, less a \$100.00 handling fee per booth. After cancellation date above, NO REFUNDS are allowed. If the total space rental charges are not received in our office by June 1, in the year the show is held, then booths requested may be sold to another exhibitor, with no money refunded.**
 5. **GENERAL**—Exhibitor badges may be picked up at the Show Office during move-in. Your business card will be placed in a plastic cover. Therefore, PLEASE bring your business card.
 6. **LIABILITY** – Neither Springtime Productions, Inc. (the corporation producing the Annual Holiday Food & Gift Festival) , the facilities, the states in which the shows are held, nor their representatives, nor any member of the above named will be responsible for any injury, loss or damage that may occur to the Exhibitor or the exhibitors’ employees or property from any cause whatsoever. The Exhibitor, on signing the contract, expressly releases the aforementioned from any and all claims for such loss, damage, or injury. The Exhibit floor will be locked during the time that exhibits are not being shown, and security guards will be on duty.
 7. **COMPLETE AGREEMENT** – This agreement contains all the terms and conditions agreed on by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this contract, shall be deemed to exist or to bind any of the parties hereto.
 8. **CHECK POLICY** – There will be a \$45.00 handling charge for any check returned for any reason. **30 days prior to show only cash or certified funds will be accepted.**
 9. **HANDLING FEE** – There will be a handling fee per city that is non-refundable.
 10. **PAYMENTS** – Final payment of booth fees is due May 17th, in the year the show is held.
 - a. When using any **CREDIT CARD**, Springtime Productions, Inc. may charge in accordance with your application the balance of your booth fees after May 17th, in the year the show is held.
 - b. A **\$25.00 late fee** maybe assessed to the remaining balance due if paid after May 17th, in the year the show is held.
 - c. 2020 Transferred funds are nonrefundable or further transferable.
 11. **FAXES AND E-MAILS** – By signing this contract, the signor and/or the company represented expressly requests and will accept emails and/or faxes from Springtime Productions, Inc., Holiday Food & Gift Festival, or any other business entities of Springtime Productions, Inc., and its employees.

Initial _____