

### HOMEXPO SCHEDULE

#### Exhibitor Setup - Off Hours Only/No Business Hours

Thurs., February 9<sup>th</sup> /9:35 pm to Midnight  
Fri, February 10<sup>th</sup> / 6 am – 9 am

- All Main Entrances: 11' wide x 6' 10" high
- Dock Entrance: 7 ½' wide x 9' 11" high

#### HomExpo Hours

Fri., February 10<sup>th</sup>/ 10:00 am – 9:30 pm  
Sat., February 11<sup>th</sup>/ 10:00 am – 9:30 pm  
Sun., February 12<sup>th</sup> / 11:00 am – 6:00 pm

- **Setup Times** occur after mall hours (9:35 pm till midnight & 6 am till 9am the next day.)  
**No Exceptions!**

#### Tear Down

Sun., February 12<sup>th</sup> / 6:15pm till Midnight

- **Absolutely no tear down or set up during mall store hours.**

#### **Exhibitors may not remove displays or begin packing until the conclusion of the final day of the show.**

**Cancellation** – If Exhibitor shall cancel this agreement on or after **January 27, 2012**, or fail to attend the HOMEXPO, Exhibitor is liable to the StrongLand Chamber of Commerce for the full price of participation. **If Exhibitor fails to show for setup by 8:00 am on Friday, February 10<sup>th</sup>** StrongLand reserves the right to fill the space if prior arrangements have not been made. **(No refunds will be issued.)**

**Use of Space** – StrongLand Chamber reserves the right to decline or prohibit any exhibit or part of any exhibit, exhibitor, representatives, or proposed exhibit displays which it deems not suitable. **Exhibitor must conduct all business and promotion from within their allotted table space; no roving solicitation permitted during show.** Abide by any or all rules established by the Galleria at Pittsburgh Mills Mall.

**Assignment** – Exhibitor may not assign this contract or any rights under this contract without the written consent of the StrongLand Chamber of Commerce.

**Subletting** – An Exhibitor may not share or sublet any portion of their table space with another company. Selling of space table space by Exhibitor is not permitted. StrongLand will have a waiting list and in all fairness will notify those people first.

**Participant Badges** – **2** ID badges per vendor will be provided. **Badges are required at all times.** Save and reuse during the 3 day event. Make sure the next crew that is coming in to work after you have them. **No additional name tags will be issued.**

**Fire Hazard** – All exhibit and booth materials must be flame proof and otherwise must comply with federal, state, and local fire laws, and insurance underwriting requirements, and other applicable site regulations. All packing containers, excelsior, and similar materials are to be removed from the exhibition area to designated receptacles upon completion of set up and prior to the opening of the show. No electrical cords permitted in aisle ways. For safety **each exhibitor is encouraged to bring a fire extinguisher.**

**Height Restrictions** – so that aisles and visibility are unobstructed, exhibits must be arranged so that they are completely within the allotted space. No booths are to **exceed a height of 8'** without prior consent of StrongLand Chamber show staff. **StrongLand reserves the right to relocate tables that obstruct the view of other exhibitors or for any other circumstances.**

**Excessive Noise** – Loud speakers and loud sound displays are prohibited, exhibitors must receive advance permission from show management to exhibit any type of sound display.

#### **General Rules**

- No handwritten signs permitted.
- Exhibitors are prohibited from any action that would damage any surfaces of the building. **If damage should occur, the StrongLand Chamber of Commerce has the right to collect monetary reimbursement, from exhibitor, for repairs it deems necessary.**
- Serving alcoholic beverages by exhibitors in any part of the show premises is prohibited.
- Tables must be attended by the exhibitors during all show hours.
- Exhibitors must cooperate within the boundaries of their table space and must not at any time interfere or extend into the aisle.
- Exhibitor provides their own tables. (Table rentals are available at our cost.)
- All tables must be covered and skirted (with cloth).
- Free-standing displays only; no wall attachments or hanging displays permitted.
- Absolutely no open flames are permitted.
- Exhibitors with heavy or abrasive materials must protect mall floor/carpeting at all times by covering with plywood or similar material. (Exhibitors are **financially** responsible for any damage done.)
- The mall is a smoke free facility.

**Security and Limitations of Liability** – The Galleria at Pittsburgh Mills Mall will provide show security, but is not responsible for any theft, damage, or loss that may occur on premises. Exhibitor will indemnify, save harmless and defend the Galleria at Pittsburgh Mills Mall and the StrongLand Chamber of Commerce, at Exhibitor's expense, from and against any and all losses, damages, claims or liabilities of any nature, including, but not limited to costs, expenses and reasonable attorney fees, which are threatened, brought against or incurred by the Galleria at Pittsburgh Mills Mall and the StrongLand Chamber of Commerce arising from any of the following: (i) claims related to the product(s), including but not limited to product liability claims, recalls, warranty claims and claims related to infringement of intellectual property rights of third parties; (ii) breach of this agreement by Exhibitor; (iii) and any violation of law by Exhibitor.

**Observance of Laws** – Exhibitor shall abide by and observe all laws, rules, regulations, and ordinances of any applicable governmental authority. In performances of this exhibition, Exhibitor shall comply with all applicable Federal, state, and local laws, rules, codes, and regulations for violation of which the StrongLand Chamber of Commerce may be liable. Exhibitor agrees to indemnify the Galleria at Pittsburgh Mills Mall and the StrongLand Chamber of Commerce, its employees, and agents for any loss, damage, or award sustained because of Exhibitor's noncompliance with this paragraph. All disputes under this agreement shall be construed under the laws of Allegheny County, Pennsylvania, U.S.A.

**Agreement to Term** – Exhibitor expressly consents and agrees to construct and maintain exhibits in total compliance with the foregoing rules and regulations. Exhibitors not in compliance will be asked to forfeit their space. **Exhibitors will include a Certificate of Insurance to the StrongLand Chamber, naming the Chamber as an additional insured along with application, contract and payment.**

Company:

Authorized Exhibitor Signature:

Date:

Print Name: