



# Minneapolis **MART**

See It. Find It. Here

## **TEMPORARY SHOW** **EXHIBITOR APPLICATIONS**

### **3 DAY SHOWS** **SUNDAY - TUESDAY**



**APRIL 28-30, 2024**

**JUNE 9-11, 2024**

**OCTOBER 6-8, 2024**

*(Please find individual contracts inside)*

**[WWW.MPLSMART.COM](http://WWW.MPLSMART.COM)**



## Complete Exhibit Package

### Each booth package includes:

- Free listings on our supplement sheet
- Extensive marketing outreach
- Exhibitor booth signage • Chair & wastebasket
- Daily booth cleaning
- Free POV (personally owned vehicle) Load In/Out
- Name badges - must be pre-ordered
- Free wireless internet
- Free parking

## Special Notes:

- The Mart will assign specific booth numbers.
- You will be advised once payment is received & the contract is approved by the Board of Directors.
- Booths must be taken down, packed, and removed at end of each show.
- Ask to reserve pallet space in-between shows to store your booth! \$50.00 per pallet per show based on availability.
- No storage after your last show of the year.

# Details

### LOCATION:

Minneapolis Mart  
10301 Bren Road West  
Minnetonka, MN 55343

### DATES & HOURS:

#### Sun —Tues, April 28-30, 2024

9:00 am to 6:00 pm

#### Move In:

Friday, April 26, 2024

8:00 am - 5:00 pm

Saturday, April 27, 2024

9:00 am - 3:00 pm

#### Move Out:

Tuesday, April 30, 2024

After 6:00 pm

#### Sun —Tues, June 9-11, 2024

9:00 am to 6:00 pm

#### Move In:

Friday, June 7, 2024

8:00 am - 5:00 pm

Saturday, June 8, 2024

9:00 am - 3:00 pm

#### Move Out:

Tuesday, June 11, 2024

After 6:00 pm

#### Sun —Tues, October 6-8, 2024

9:00 am to 6:00 pm

#### Move In:

Friday, October 4, 2024

8:00 am - 5:00 pm

Saturday, October 5, 2024

9:00 am - 3:00 pm

#### Move Out:

Tuesday, October 8, 2024

After 6:00 pm

### Shipping/Material Handling—Booth Furnishing

All shipments and storage must be arranged through the Minneapolis Mart.

Minneapolis Mart

10301 Bren Road West

Minnetonka, MN 55343

952-932-7200 • 952-405-2254

kelly@mplsmart.com • [www.mplsmart.com](http://www.mplsmart.com)

# Exhibit Space Contract

Minneapolis Mart Temporary Show  
Sun. - Tues., April 28 - 30, 2024

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

Contact: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

Bus. Phone: (     ) \_\_\_\_\_

Fax: (     ) \_\_\_\_\_

Email (required): \_\_\_\_\_

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

Mfg.    Importer    Distr.    Rep Co.

**CONTRACTS ARE DUE FEBRUARY 23**

## Booth Selection

Rank top 3 preferences of size and gallery						
Orange Gallery		Check	Green Gallery		Check	
10 x 10	\$650.00		10 x 10	\$650.00		
10 x 15	\$900.00		10 x 15	\$900.00		
10 x 20	\$1,250.00		10 x 20	\$1,250.00		
10 x 25	\$1,600.00		10 x 25	\$1,600.00		
10 x 30	\$1,850.00		10 x 30	\$1,850.00		
End of Gallery - no rolling racks						
Red Gallery		Orange Gallery		Green Gallery		Cost
5 x 15		5 x 15		5 x 15		\$600.00
5 x 30		5 x 30		5 x 30		\$900.00

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

Date: \_\_\_\_\_

All booth assignments are made on a first-come, first-served basis. Location requests MUST be in writing. Minneapolis Mart will accommodate requests as space permits. Complete contract and deposit required. All deposits will be processed upon receipt. Minneapolis Mart reserves the right to reject ANY application for ANY reason. This contract becomes valid only after acceptance by the Board. Upon acceptance, all monies are nonrefundable and nontransferable. No exceptions. After **March 22, 2024**, full payment will be due with application by credit card or company check. The above signed consents to receiving communications from or on behalf of Minneapolis Mart via telephone or email.

**Mail or fax completed contract and booth deposit of \$300.00 to:**

**Minneapolis Mart, 10301 Bren Road West**

**Minnetonka, MN 55343**

**Fax Number: 952-932-0847**

## For Office Use Only:

Booth Assignments(s) \_\_\_\_\_

Amount Due \$ \_\_\_\_\_

Date	Check/Charge	Amount

## Payment Totals

Booth(s) ..... \$ \_\_\_\_\_

Display Table 6' or 8' (\$30.00 ea) ..... \$ \_\_\_\_\_

Post-show list (emailed) (\$25.00) ..... \$ \_\_\_\_\_

Discovery Table (\$100.00 each) ..... \$ \_\_\_\_\_

**Total** ..... \$ \_\_\_\_\_

Deposit (\$300.00 per booth) ..... \$ \_\_\_\_\_

Balance: ..... \$ \_\_\_\_\_

**FULL PAYMENT IS DUE March 22, 2024**

**A \$75 LATE FEE WILL BE APPLIED TO ALL LATE PAYMENTS**

**SHOW DEPOSIT & FEES ARE NON-REFUNDABLE.**

## Payment Made By:

Company Check    Mastercard    Visa

Card No.

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

V-code (3 digit number of back of card) \_\_\_\_\_

Exp. Date \_\_\_\_\_ Total Charged \$ \_\_\_\_\_

Card Holder's Name \_\_\_\_\_

Card Holder's Address \_\_\_\_\_

Card Holder's Signature \_\_\_\_\_

I, the cardholder, authorize the amount specified above to be charged to my credit card. I understand the final balance will be charged on this credit card on **March 22, 2024**. I understand that upon cancellation of this agreement, payment will not be refunded or transferred to another market. No exceptions. I understand there will be a 3.5% charge added for using my credit card.

## Exhibitor Badges:

List Names of all exhibitors working:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Exhibit Space Terms & Conditions

## Minneapolis Mart Temporary Show

April 28-30, 2024

### Dates, Hours & Locations:

Minneapolis Mart  
10301 Bren Road West  
Minnetonka, MN 55343  
952-932-7200  
Sunday, April 28 - Tuesday, April 30  
9:00 am to 6:00 pm

The show sponsor shall make the final determination for space allocation and location. There shall be no refunds for a change in location except for reductions in space provided.

### Exhibit Space Includes:

- Free listing on our supplement sheet - contact information line listings and logo
- Exhibitor booth signage • Chair and wastebasket
- Marketing Outreach - buyer eblast with contact information and logo
- Daily booth cleaning
- Free POV (personally owned vehicle) Load In/Out
- Name badges - *must be pre ordered*
- Free wireless internet • Free parking

### Move In:

Friday, April 26, 2024 8:00 am - 5:00 pm and/or Saturday, April 27, 2024 9:00 am - 3:00 pm.

### Booth Set Up/Tear Down/Removal of Merchandise

Exhibitors may follow set up/tear down according to dates and times listed on page 2 of contract booklet. All booths must be set-up by 8:00 am Sunday, April 28 or sponsor has the right to terminate your booth. Unloading/Delivering of merchandise is the responsibility of the exhibitor. Exhibitor may not dismantle or remove any part of their exhibit prior to show closing.

### Assignment/Subletting

Exhibitors may exhibit product lines in the space assigned by Sponsor and may not assign this agreement. Exhibitors must stay within the square footage (space) assigned. The Sponsor reserves the right to alter space assignments in order to conform to the display requirement of the Mart Fire Marshal and show rules. The Sponsor reserves the right to alter, change, or modify the space allocation system for shows. Sponsor reserves the right to reject any application. Sponsor will assign all booth(s) for exhibitors in the show. Seniority does not guarantee the same location in each show. All space assignments subject to change. Sponsor reserves the right to relocate exhibitors if a showroom is permanently leased.

### Deposits/Payments/Cancellation:

A \$300.00 per booth deposit is required by February 23. (Check or Visa/Mastercard). Sponsor will be placing all exhibitors in show after deadline. No spaces will be held. Deposits and Show Fees are Non-refundable. Payment in full must be paid by March 22, 2024 or a \$75 late fee will apply. Booth space not paid in full by March 22, 2024 will be reassigned or cancelled with no refund. All payments including advertising must be paid in full prior to show. Sponsor may cancel this Contract without refund to Exhibitor, and may reassign any Exhibit Space previously assigned to Exhibitor, upon failure of Exhibitor (i) to make payments as required, (ii) to abide by these Terms and Conditions and other rules and regulations as provided, or (iii) failure to claim its assigned Exhibit Space prior to the deadline set for the show. Should Sponsor cancel the show or fail to furnish the space to Exhibitor, it shall promptly refund to Exhibitor all sums paid. Such refund shall be in full settlement of all loss or damage suffered by Exhibitor and in no case will any refund exceed the Exhibit Fees actually paid by the Exhibitor to the Sponsor.

### Liabilities:

While all reasonable efforts to provide a safe and secure location and event, the Sponsor nor their respective officers, members, agents, representatives, or subcontractors shall be responsible or liable for any

loss, loss of sales, damage or injury sustained by Exhibitor, or property, agents or invitees by fire, water, theft, disappearance, accident or other casualties. Exhibitor agrees to indemnify, defend, protect and hold harmless Sponsor and their respective officers, members, agents, representatives or subcontractors for all liabilities which might ensue by reason of Exhibitor's exhibit, action, failure to act or presence at the show or the negligence of Exhibitor or agents and shall make reimbursement for any loss or expense incurred thereby.

### Exhibit/Merchandise Requirements/Samples:

Exhibitors will display only product lines that are (i) regularly sold by Exhibitor, (ii) are listed in the Temporary Show Buyers Guide, and (iii) are NOT shown in a permanent showroom at the Minneapolis Mart. Nor shall Exhibitor display product lines which have been withdrawn from a permanent showroom at the Mart within the six month period prior to the commencement of the show. Sponsor reserves the right to reject exhibits that may have been misrepresented or which are otherwise deemed by Sponsor to be objectionable. Samples may not be sold to buyers during the show. "Samples for Sale" signs are not allowed in the booth at any time.

### Use, Signs and Advertising:

No Exhibitor signs are permitted outside of Exhibitor's assigned Exhibit Space and no signs may be displayed on persons outside of Exhibit Space beyond the Sponsor issued identification. Exhibitor agrees that it will not endorse, promote or otherwise advertise any other trade show or off-site exhibit location within the show. Distribution of any printed matter, samples or other articles is restricted to the confines of the Exhibitor Booth. Exhibitor shall not have or operate any display or exhibit which, at the sole discretion of the Sponsor, is the source of objectionable noises, odors or lights.

### Rules & Regulations:

Exhibitor shall not engage in any action that has or may have a negative adverse impact on the reputation or good will of the Sponsor. The Sponsor may expel the Exhibitor without refunding deposit or show fee. Exhibitor shall observe and abide by these Terms and Conditions and such other rules and regulations of the Minneapolis Mart. Sponsor may remove any person during the Show whom Sponsor believes is disrupting or obstructing proper operation and management of the Show. Exhibitors who do not attend/show up will be expelled from all other shows.

All Exhibitors, Exhibitor Staff, and associated personnel must wear Exhibitor Badges at all times on the show and Mart Premises. Badge request should be emailed or faxed.

Exhibitors are not allowed in other Exhibitor booths, without their permission. Please do not take sales materials, or handle another Exhibitor's product. Photography is not allowed without subjects consent.

### Private Event:

This Show is a private event, operated on private property. All Exhibitors, guests and Buyers are subject to all regulations as adopted by the Minneapolis Mart. Exhibitors agree that they are individually responsible to abide by all federal, state and local laws in the operation of their Exhibits and while on the premises of the Minneapolis Mart.

### Entire Agreement:

This contract constitutes the entire agreement between the parties hereto and supersedes any and all prior written or oral contracts, correspondence, agreements, and understandings. Any amendment to the terms hereof shall not be valid unless presented in writing and signed by authorized parties hereto. The full balance of this contract remains binding in the event that any party of the contract is legally found to be void.



# Exhibit Space Contract

Minneapolis Mart Temporary Show  
Sun. - Tues., June 9-11, 2024

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

Contact: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

Bus. Phone: (     ) \_\_\_\_\_

Fax: (     ) \_\_\_\_\_

Email (required): \_\_\_\_\_

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

Mfg.    Importer    Distr.    Rep Co.

## CONTRACTS ARE DUE APRIL 26

### Booth Selection

Rank top 3 preferences of size and gallery						
Orange Gallery		Check	Green Gallery		Check	
10 x 10	\$650.00		10 x 10	\$650.00		
10 x 15	\$900.00		10 x 15	\$900.00		
10 x 20	\$1,250.00		10 x 20	\$1,250.00		
10 x 25	\$1,600.00		10 x 25	\$1,600.00		
10 x 30	\$1,850.00		10 x 30	\$1,850.00		
End of Gallery - no rolling racks						
Red Gallery		Orange Gallery		Green Gallery		Cost
5 x 15		5 x 15		5 x 15		\$600.00
5 x 30		5 x 30		5 x 30		\$900.00

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

Date: \_\_\_\_\_

All booth assignments are made on a first-come, first-served basis. Location requests MUST be in writing. Minneapolis Mart will accommodate requests as space permits. Complete contract and deposit required. All deposits will be processed upon receipt. Minneapolis Mart reserves the right to reject ANY application for ANY reason. This contract becomes valid only after acceptance by the Board. Upon acceptance, all monies are nonrefundable and nontransferable. No exceptions. After **May 15, 2024**, full payment will be due with application by credit card or company check. The above signed consents to receiving communications from or on behalf of Minneapolis Mart via telephone or email.

**Mail or fax completed contract and booth deposit of \$300.00 to:**

**Minneapolis Mart, 10301 Bren Road West**

**Minnetonka, MN 55343**

**Fax Number: 952-932-0847**

### For Office Use Only:

Booth Assignments(s) \_\_\_\_\_

Amount Due \$ \_\_\_\_\_

Date	Check/Charge	Amount

### Payment Totals

Booth(s) ..... \$ \_\_\_\_\_

Display Table 6' or 8' (\$30.00 ea) ..... \$ \_\_\_\_\_

Post-show list (emailed) (\$25.00) ..... \$ \_\_\_\_\_

Discovery Table (\$100.00 each) ..... \$ \_\_\_\_\_

**Total** ..... \$ \_\_\_\_\_

Deposit (\$300.00 per booth) ..... \$ \_\_\_\_\_

Balance: ..... \$ \_\_\_\_\_

**FULL PAYMENT IS DUE MAY 15, 2024**

**A \$75 LATE FEE WILL BE APPLIED TO ALL LATE PAYMENTS**

**SHOW DEPOSIT & FEES ARE NON-REFUNDABLE.**

### Payment Made By:

Company Check    Mastercard    Visa

Card No.

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

V-code (3 digit number of back of card) \_\_\_\_\_

Exp. Date \_\_\_\_\_ Total Charged \$ \_\_\_\_\_

Card Holder's Name

Card Holder's Address

Card Holder's Signature

I, the cardholder, authorize the amount specified above to be charged to my credit card. I understand the final balance will be charged on this credit card on **May 15, 2024**. I understand that upon cancellation of this agreement, payment will not be refunded or transferred to another market. No exceptions. I understand there will be a 3.5% charge added for using my credit card.

### Exhibitor Badges:

List Names of all exhibitors working:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Exhibit Space Terms & Conditions

## Minneapolis Mart Temporary Show

June 9-11, 2024

### Dates, Hours & Locations:

Minneapolis Mart  
10301 Bren Road West  
Minnetonka, MN 55343  
952-932-7200  
Sunday, June 9 - Tuesday, June 11  
9:00 am to 6:00 pm

The show sponsor shall make the final determination for space allocation and location. There shall be no refunds for a change in location except for reductions in space provided.

### Exhibit Space Includes:

- Free listing on our supplement sheet - contact information, line listings and logo
- Exhibitor booth signage • Chair and wastebasket
- Marketing Outreach - buyer eblast with contact information and logo
- Daily booth cleaning
- Free POV (personally owned vehicle) Load In/Out
- Name badges - *must be pre ordered*
- Free wireless internet • Free parking

### Move In:

Friday, June 7, 2024 8:00 am - 5:00 pm and/or Saturday, June 8, 2024  
9:00 am - 3:00 pm.

### Booth Set Up/Tear Down/Removal of Merchandise

Exhibitors may follow set up/tear down according to dates and times listed on page 2 of contract booklet. All booths must be set-up by 8:00 am Sunday, June 9 or sponsor has the right to terminate your booth. Unloading/Delivering of merchandise is the responsibility of the exhibitor. Exhibitor may not dismantle or remove any part of their exhibit prior to show closing.

### Assignment/Subletting

Exhibitors may exhibit product lines in the space assigned by Sponsor and may not assign this agreement. Exhibitors must stay within the square footage (space) assigned. The Sponsor reserves the right to alter space assignments in order to conform to the display requirement of the Mart Fire Marshal and show rules. The Sponsor reserves the right to alter, change, or modify the space allocation system for shows. Sponsor reserves the right to reject any application. Sponsor will assign all booth(s) for exhibitors in the show. Seniority does not guarantee the same location in each show. All space assignments subject to change. Sponsor reserves the right to relocate exhibitors if a showroom is permanently leased.

### Deposits/Payments/Cancellation:

A \$300.00 per booth deposit is required by April 26. (Check or Visa/Mastercard). Sponsor will be placing all exhibitors in show after deadline. No spaces will be held. Deposits and Show Fees are Non-refundable. Payment in full must be paid by May 15, 2024 or a \$75 late fee will apply. Booth space not paid in full by May 15, 2024 will be reassigned or cancelled with no refund. All payments including advertising must be paid in full prior to show. Sponsor may cancel this Contract without refund to Exhibitor, and may reassign any Exhibit Space previously assigned to Exhibitor, upon failure of Exhibitor (i) to make payments as required, (ii) to abide by these Terms and Conditions and other rules and regulations as provided, or (iii) failure to claim its assigned Exhibit Space prior to the deadline set for the show. Should Sponsor cancel the show or fail to furnish the space to Exhibitor, it shall promptly refund to Exhibitor all sums paid. Such refund shall be in full settlement of all loss or damage suffered by Exhibitor and in no case will any refund exceed the Exhibit Fees actually paid by the Exhibitor to the Sponsor.

### Liabilities:

While all reasonable efforts to provide a safe and secure location and event, the Sponsor nor their respective officers, members, agents, representatives, or subcontractors shall be responsible or liable for any

loss, loss of sales, damage or injury sustained by Exhibitor, or property, agents or invitees by fire, water, theft, disappearance, accident or other casualties. Exhibitor agrees to indemnify, defend, protect and hold harmless Sponsor and their respective officers, members, agents, representatives or subcontractors for all liabilities which might ensue by reason of Exhibitor's exhibit, action, failure to act or presence at the show or the negligence of Exhibitor or agents and shall make reimbursement for any loss or expense incurred thereby.

### Exhibit/Merchandise Requirements/Samples:

Exhibitors will display only product lines that are (i) regularly sold by Exhibitor, (ii) are listed in the Temporary Show Buyers Guide, and (iii) are NOT shown in a permanent showroom at the Minneapolis Mart. Nor shall Exhibitor display product lines which have been withdrawn from a permanent showroom at the Mart within the six month period prior to the commencement of the show. Sponsor reserves the right to reject exhibits that may have been misrepresented or which are otherwise deemed by Sponsor to be objectionable. Samples may not be sold to buyers during the show. "Samples for Sale" signs are not allowed in the booth at any time.

### Use, Signs and Advertising:

No Exhibitor signs are permitted outside of Exhibitor's assigned Exhibit Space and no signs may be displayed on persons outside of Exhibit Space beyond the Sponsor issued identification. Exhibitor agrees that it will not endorse, promote or otherwise advertise any other trade show or off-site exhibit location within the show. Distribution of any printed matter, samples or other articles is restricted to the confines of the Exhibitor Booth. Exhibitor shall not have or operate any display or exhibit which, at the sole discretion of the Sponsor, is the source of objectionable noises, odors or lights.

### Rules & Regulations:

Exhibitor shall not engage in any action that has or may have a negative adverse impact on the reputation or good will of the Sponsor. The Sponsor may expel the Exhibitor without refunding deposit or show fee. Exhibitor shall observe and abide by these Terms and Conditions and such other rules and regulations of the Minneapolis Mart. Sponsor may remove any person during the Show whom Sponsor believes is disrupting or obstructing proper operation and management of the Show. Exhibitors who do not attend/show up will be expelled from all other shows.

All Exhibitors, Exhibitor Staff, and associated personnel must wear Exhibitor Badges at all times on the show and Mart Premises. Badge request should be emailed or faxed.

Exhibitors are not allowed in other Exhibitor booths, without their permission. Please do not take sales materials, or handle another Exhibitor's product. Photography is not allowed without subjects consent.

### Private Event:

This Show is a private event, operated on private property. All Exhibitors, guests and Buyers are subject to all regulations as adopted by the Minneapolis Mart. Exhibitors agree that they are individually responsible to abide by all federal, state and local laws in the operation of their Exhibits and while on the premises of the Minneapolis Mart.

### Entire Agreement:

This contract constitutes the entire agreement between the parties hereto and supersedes any and all prior written or oral contracts, correspondence, agreements, and understandings. Any amendment to the terms hereof shall not be valid unless presented in writing and signed by authorized parties hereto. The full balance of this contract remains binding in the event that any party of the contract is legally found to be void.

# Exhibit Space Contract

**Minneapolis Mart Temporary Show**  
**Sun. - Tues., October 6 - 8, 2024**

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

Contact: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

Bus. Phone: (     ) \_\_\_\_\_

Fax: (     ) \_\_\_\_\_

Email (required): \_\_\_\_\_

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

Mfg.    Importer    Distr.    Rep Co.

**CONTRACTS ARE DUE BY AUGUST 16**

## Booth Selection

Rank top 3 preferences of size and gallery						
Orange Gallery		Check	Green Gallery		Check	
10 x 10	\$650.00		10 x 10	\$650.00		
10 x 15	\$900.00		10 x 15	\$900.00		
10 x 20	\$1,250.00		10 x 20	\$1,250.00		
10 x 25	\$1,600.00		10 x 25	\$1,600.00		
10 x 30	\$1,850.00		10 x 30	\$1,850.00		
End of Gallery - no rolling racks						
Red Gallery		Orange Gallery		Green Gallery		Cost
5 x 15		5 x 15		5 x 15		\$600.00
5 x 30		5 x 30		5 x 30		\$900.00

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

Date: \_\_\_\_\_

All booth assignments are made on a first-come, first-served basis. Location requests MUST be in writing. Minneapolis Mart will accommodate requests as space permits. Complete contract and deposit required. All deposits will be processed upon receipt. Minneapolis Mart reserves the right to reject ANY application for ANY reason. This contract becomes valid only after acceptance by the Board. Upon acceptance, all monies are nonrefundable and nontransferable. No exceptions. After **September 13, 2024**, full payment will be due with application by credit card or company check. The above signed consents to receiving communications from or on behalf of Minneapolis Mart via telephone or email.

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**Fax Number: 952-932-0847**

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Amount Due \$ \_\_\_\_\_

Date	Check/Charge	Amount

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Booth(s) ..... \$ \_\_\_\_\_

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Post-show list (emailed) (\$25.00) ..... \$ \_\_\_\_\_

Discovery Table (\$100.00 each) ..... \$ \_\_\_\_\_

**Total** ..... \$ \_\_\_\_\_

Deposit (\$300.00 per booth) ..... \$ \_\_\_\_\_

Balance: ..... \$ \_\_\_\_\_

**FULL PAYMENT IS DUE SEPTEMBER 13, 2024**

**A \$75 LATE FEE WILL BE APPLIED TO ALL LATE PAYMENTS**

**SHOW DEPOSIT & FEES ARE NON-REFUNDABLE.**

## Payment Made By:

Company Check    Mastercard    Visa

Card No.

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

V-code (3 digit number of back of card) \_\_\_\_\_

Exp. Date \_\_\_\_\_ Total Charged \$ \_\_\_\_\_

Card Holder's Name

Card Holder's Address

Card Holder's Signature

I, the cardholder, authorize the amount specified above to be charged to my credit card. I understand the final balance will be charged on this credit card on **September 13, 2024**. I understand that upon cancellation of this agreement, payment will not be refunded or transferred to another market. No exceptions. I understand there will be a 3.5% charge added for using my credit card.

## Exhibitor Badges:

List Names of all exhibitors working:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Exhibit Space Terms & Conditions

## Minneapolis Mart Temporary Show

October 6-8, 2024

### Dates, Hours & Locations:

Minneapolis Mart  
10301 Bren Road West  
Minnetonka, MN 55343  
952-932-7200  
Sunday, October 6 - Tuesday, October 8  
9:00 am to 6:00 pm

The show sponsor shall make the final determination for space allocation and location. There shall be no refunds for a change in location except for reductions in space provided.

### Exhibit Space Includes:

- Free listing on our supplement sheet - contact information, line listings and logo
- Exhibitor booth signage • Chair and wastebasket
- Marketing Outreach - buyer blast with contact information and logo
- Daily booth cleaning
- Free POV (personally owned vehicle) Load In/Out
- Name badges - *must be pre ordered*
- Free wireless internet • Free parking

### Move In:

Friday, October 4, 2024 8:00 am - 5:00 pm and/or Saturday, October 5, 2024 9:00 am - 3:00 pm.

### Booth Set Up/Tear Down/Removal of Merchandise

Exhibitors may follow set up/tear down according to dates and times listed on page 2 of contract booklet. All booths must be set-up by 8:00 am Sunday October 6 or sponsor has the right to terminate your booth. Unloading/Delivering of merchandise is the responsibility of the exhibitor. Exhibitor may not dismantle or remove any part of their exhibit prior to show closing.

### Assignment/Subletting

Exhibitors may exhibit product lines in the space assigned by Sponsor and may not assign this agreement. Exhibitors must stay within the square footage (space) assigned. The Sponsor reserves the right to alter space assignments in order to conform to the display requirement of the Mart Fire Marshal and show rules. The Sponsor reserves the right to alter, change, or modify the space allocation system for shows. Sponsor reserves the right to reject any application. Sponsor will assign all booth(s) for exhibitors in the show. Seniority does not guarantee the same location in each show. All space assignments subject to change. Sponsor reserves the right to relocate exhibitors if a showroom is permanently leased.

### Deposits/Payments/Cancellation:

A \$300.00 per booth deposit is required by August 16, 2024. (Check or Visa/Mastercard). Sponsor will be placing all exhibitors in show after deadline. No spaces will be held. Deposits and Show Fees are Non-refundable. Payment in full must be paid by September 13, 2024 or a \$75 late fee will apply. Booth space not paid in full by September 13, 2024 will be reassigned or cancelled with no refund. All payments including advertising must be paid in full prior to show. Sponsor may cancel this Contract without refund to Exhibitor, and may reassign any Exhibit Space previously assigned to Exhibitor, upon failure of Exhibitor (i) to make payments as required, (ii) to abide by these Terms and Conditions and other rules and regulations as provided, or (iii) failure to claim its assigned Exhibit Space prior to the deadline set for the show. Should Sponsor cancel the show or fail to furnish the space to Exhibitor, it shall promptly refund to Exhibitor all sums paid. Such refund shall be in full settlement of all loss or damage suffered by Exhibitor and in no case will any refund exceed the Exhibit Fees actually paid by the Exhibitor to the Sponsor.

### Liabilities:

While all reasonable efforts to provide a safe and secure location and event, the Sponsor nor their respective officers, members, agents, representatives, or subcontractors shall be responsible or liable for any

loss, loss of sales, damage or injury sustained by Exhibitor, or property, agents or invitees by fire, water, theft, disappearance, accident or other casualties. Exhibitor agrees to indemnify, defend, protect and hold harmless Sponsor and their respective officers, members, agents, representatives or subcontractors for all liabilities which might ensue by reason of Exhibitor's exhibit, action, failure to act or presence at the show or the negligence of Exhibitor or agents and shall make reimbursement for any loss or expense incurred thereby.

### Exhibit/Merchandise Requirements/Samples:

Exhibitors will display only product lines that are (i) regularly sold by Exhibitor, (ii) are listed in the Temporary Show Buyers Guide, and (iii) are NOT shown in a permanent showroom at the Minneapolis Mart. Nor shall Exhibitor display product lines which have been withdrawn from a permanent showroom at the Mart within the six month period prior to the commencement of the show. Sponsor reserves the right to reject exhibits that may have been misrepresented or which are otherwise deemed by Sponsor to be objectionable. Samples may not be sold to buyers during the show. "Samples for Sale" signs are not allowed in the booth at any time.

### Use, Signs and Advertising:

No Exhibitor signs are permitted outside of Exhibitor's assigned Exhibit Space and no signs may be displayed on persons outside of Exhibit Space beyond the Sponsor issued identification. Exhibitor agrees that it will not endorse, promote or otherwise advertise any other trade show or off-site exhibit location within the show. Distribution of any printed matter, samples or other articles is restricted to the confines of the Exhibitor Booth. Exhibitor shall not have or operate any display or exhibit which, at the sole discretion of the Sponsor, is the source of objectionable noises, odors or lights.

### Rules & Regulations:

Exhibitor shall not engage in any action that has or may have a negative adverse impact on the reputation or good will of the Sponsor. The Sponsor may expel the Exhibitor without refunding deposit or show fee. Exhibitor shall observe and abide by these Terms and Conditions and such other rules and regulations of the Minneapolis Mart. Sponsor may remove any person during the Show whom Sponsor believes is disrupting or obstructing proper operation and management of the Show. Exhibitors who do not attend/show up will be expelled from all other shows.

All Exhibitors, Exhibitor Staff, and associated personnel must wear Exhibitor Badges at all times on the show and Mart Premises. Badge request should be emailed or faxed.

Exhibitors are not allowed in other Exhibitor booths, without their permission. Please do not take sales materials, or handle another Exhibitor's product. Photography is not allowed without subjects consent.

### Private Event:

This Show is a private event, operated on private property. All Exhibitors, guests and Buyers are subject to all regulations as adopted by the Minneapolis Mart. Exhibitors agree that they are individually responsible to abide by all federal, state and local laws in the operation of their Exhibits and while on the premises of the Minneapolis Mart.

### Entire Agreement:

This contract constitutes the entire agreement between the parties hereto and supersedes any and all prior written or oral contracts, correspondence, agreements, and understandings. Any amendment to the terms hereof shall not be valid unless presented in writing and signed by authorized parties hereto. The full balance of this contract remains binding in the event that any party of the contract is legally found to be void.



# 3 Day Show Supplement Form

April

June

October

Complete this form and mail, email or fax back to:  
10301 Bren Rd. W, Minnetonka, MN 55343  
Fax: 952-932-0847 or [kelly@mplsmart.com](mailto:kelly@mplsmart.com)  
Questions? Call 952-932-7200  
[kelly@mplsmart.com](mailto:kelly@mplsmart.com)

Please note what information you provide will be published in the Supplement Sheet & on Buyer Eblasts before each show

### Your Company Logo/Product Image:

- I do not have a logo
- I do not have a product image
- I will send my logo and product image
- I give permission to the Minneapolis Mart to go to my website and copy my company's logo and product image.

**Contact Info/Product/Line Listings for Supplement Sheet:**  
Exhibitors may list contact information, logo, product line(s) & description(s). Exhibitors will only show lines NOT shown in a Minneapolis Mart permanent showroom.

### Supplement Sheet Example

Company Name - Booth #

Contact Name

Address

City, State Zip

Office Phone Number

Email Address

Website

Line Name - with description



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

Contact: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

Bus. Phone: (     ) \_\_\_\_\_

Fax: (     ) \_\_\_\_\_

Email (required): \_\_\_\_\_

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

1) Product Line \_\_\_\_\_

Description \_\_\_\_\_

2) Product Line \_\_\_\_\_

Description \_\_\_\_\_

3) Product Line \_\_\_\_\_

Description \_\_\_\_\_

4) Product Line \_\_\_\_\_

Description \_\_\_\_\_

5) Product Line \_\_\_\_\_

Description \_\_\_\_\_

**Any adjustments will be at the discretion of the Editor and/or Temporary Show Manager**

## The Minneapolis Mart welcomes you to join us!

The Minneapolis Mart attracts buyers from Minnesota, Wisconsin, Iowa, North and South Dakota, Nebraska, Kansas, Illinois and beyond. The Minneapolis Mart Temporary show is your opportunity to reach new prospects that shop our regional mart.

All the Mart's exhibitors, permanent and temporary, are in one location with one level of shopping and free parking. Do business with people you can trust and who understand your customers.

### Marketing that gets you prospects

Aggressive and comprehensive marketing efforts by The Minneapolis Mart will attract buyers that you'll want to start a partnership.

- Exposure on [www.mplsmart.com](http://www.mplsmart.com).
- Broadcast emails targeting Minneapolis Mart buyers
- Complete contact and line listings on supplement sheet handed out to buyer's upon registration at the shows.

### And to help your marketing efforts...

#### Recommended Hotels:

##### **Hilton Garden Inn, Eden Prairie**

6300 Point Chase, 952-995-9000

Book online for best available rates:

[www.mplsmart.com/accommodations](http://www.mplsmart.com/accommodations)

##### **Holiday Inn Express, Minnetonka**

10985 Red Circle Drive, 952-912-9999

Book online for best available rates:

[www.mplsmart.com/accommodations](http://www.mplsmart.com/accommodations)

##### **Eden Prairie Hotel**

7740 Flying Cloud Dr, 952-942-9000

Call hotel directly for competitive rates

[www.mplsmart.com/accommodations](http://www.mplsmart.com/accommodations)

Additional hotels can be found on

[www.mplsmart.com/accommodations](http://www.mplsmart.com/accommodations)

#### **Minneapolis Mart**

**10301 Bren Road West**

**Minnetonka, MN 55343**

**Phone 952-932-7200 ~ Fax 952-932-0847**

**[kelly@mplsmart.com](mailto:kelly@mplsmart.com)**

#### **Buyer incentive prize giveaway**

Daily prizes will be given away each day of the show. Buyers earn drawing entry slips with each order they place.

# Marketing