

**CONTRACT FOR EXHIBIT SPACE RENTAL AT THE  
2025 Eastern Iowa Home and Landscaping Show**

Subject to the rules and regulations governing Eastern Iowa Home Improvement and Landscaping Show to be held in Waterloo, Iowa, February 28-March 2, 2025, at the Waterloo Convention Center at Sullivan Brothers Plaza, we request space for our exclusive use during the said show.

Firm Name \_\_\_\_\_ Contact \_\_\_\_\_  
Address \_\_\_\_\_ Telephone (1) \_\_\_\_\_  
Telephone (2) \_\_\_\_\_ Fax \_\_\_\_\_  
Email \_\_\_\_\_ Iowa Sales Tax Number \_\_\_\_\_  
Booth Number \_\_\_\_\_ Booth Rental \_\_\_\_\_  
Corner Booth \_\_\_\_\_ Electricity \_\_\_\_\_

TOTAL (U.S. \$) \_\_\_\_\_

**Exhibitor Signature:** \_\_\_\_\_ **Events Inc.:** \_\_\_\_\_

Product or Service to be Displayed

\_\_\_\_\_

**Terms: Payment in full may be sent with contract or installment payments as follows: 50% with contract, and balance on or before January 2, 2025. No refund of deposits after December 1st, 2024. MAKE ALL CHECKS PAYABLE TO: "Events Inc.; 243 Fair Haven Lane, Pendleton, IN 46064.**

**REGULATIONS GOVERNING EXHIBITOR SPACE IN THE SHOW**

A. Space is rented by invitation only. The management reserves the right to exclude exhibits that are injurious to the show. Show management shall have the right, which it hereby expressly reserves, to make such rules and regulations as it shall deem, and to change and amend the same from time to time. Contract does not guarantee a spot in future shows.

**B. All rules and regulations governing the show as printed on the back of this contract are accepted by the exhibitor and made a part of this contract**

**C. Daily Show Hours:**

The show will be open to the public from 3:00 p.m. to 7:00 p.m. on Friday; 10:00 a.m. to 6:00 p.m. on Saturday; and 11:00 a.m. to 3:00 p.m. on Sunday. During these hours, exhibitors will have their displays open to the public.

**D. Contingencies:**

In case the venue should be destroyed, substantially damaged or otherwise unusable, Iowa Show Productions, Inc. reserves the right to cancel this contract. All payments previously made are to be returned to exhibitors and the management is to be released of all claims for damages or loss incurred by the exhibitor by reason of such cancellation.

**E. Liability:**

Waterloo Convention Center at Sullivan Brothers Plaza, Spectra Venue Management, Events Inc. or the Waterloo Exchange Club shall not in any way be liable for damages, injury, or loss to persons or property sustained by exhibitor and/or his employees and representatives. Liability insurance shall be procured by the exhibitor for the benefit of itself and show management prior to the show. **Proof of insurance will be forwarded to Events Inc.** Exhibits and exhibit equipment are brought into the building, maintained, and removed from the building at the exhibitor's risk. Exhibitor shall ascertain that their Public Liability and Employee Compensation policies embrace coverage of the public visiting their booth and of their employees attending the exhibit. If existing policies do not have the coverage, exhibitors shall instruct their insurance broker or company to attach endorsement of the coverage.

**F. Added Items:** \_\_\_\_\_

**PRODUCED BY:**

Events, Inc

16427 Clarks Hill Way, Westfield, IN 46074

Website: [www.Events-Inc.com](http://www.Events-Inc.com) Email: [Christy@Events-Inc.com](mailto:Christy@Events-Inc.com)

**EASTERN IOWA HOME IMPROVEMENT AND  
LANDSCAPING SHOW RULES AND REGULATIONS**

1. No exhibit to be installed prior to full payment of booth rental fees.
2. Installation and removal of exhibit is at the expense of exhibitor.
3. All exhibits must be set up one hour prior to show opening and removed in accordance with move-out instructions.
4. Failure to have exhibit in place and open on time shall work a forfeiture of monies and the show management shall be entitled to re-rent the space.
5. Exhibitors are responsible for damage caused by them to facilities.
6. Exhibitors shall not assign or sublet contracted space to another exhibitor.
7. All materials must be fire retardant. Nails, screws, staples, or tacks will not be driven into the walls, dividers, or floors.
8. Exhibitors are not allowed to play music, radio, or videotapes with copyrighted music backgrounds in their booth due to Federal Copyright Liability Laws.
9. No loud speaker, amplifier, radio, musical instrument, TV, or other sound device can be used in this space unless the sound or amplification is confined to the area occupied. Strobe, revolving, halogen, or flashing lights are not allowed without prior approval. No helium balloons allowed.
10. No background to be in excess of 8' in height unless special permission is granted by management. All exhibit side and back walls facing other exhibits must be suitably backed with paneling or fabric.
11. To enhance the show, exhibitors are required to cover at least 50% of exposed floor with carpet or landscape materials ( $\frac{1}{3}$  required for bulk space exhibits).
12. Signs must be displayed facing the aisle or in toward booth. No signs on perimeter of booth facing into neighbor's booth. Nothing may be attached to the drapes. Signs may be hung from drape rods with

approved hooks, but not in excess of one pound per lineal foot.

13. Any lists compiled with names obtained from show drawings or sign ups are for the exclusive use of exhibitors. No selling or transferring of the lists to others.
14. All selling, literature distribution and other promotion to be confined to exhibitor's booth unless approved by show management.
15. No popcorn or peanuts to be dispensed from any booth. No other food to be dispensed from any booth without permission from show management.