SPECTRA PRODUCTIONS EVENT APPLICATION

SPACE APPLICATION SPACE APPLICATION SPACE APPLICATION SPACE APPLICATION SPACE APPLICATION

FOR SPECTRA OFFICE USE

Ref:			Date:	
Show #	Key	Add	Contract	Deposit
Special:			Assigned:	

Company Name ____________ Contact Name ____________

Address ____________ Telephone ____________

City ____ State ____ Zip ____ Cell Phone ____________

Primary E-Mail Address ____________ Idaho State Tax ID #
(Idaho Tax Code, Title 63-3620C)

Billing E-Mail Address ____________ Online Presence? (Etsy-FB-IG-Website) ____________

Your Spectra representative is:
Taylor Rico-Pekerol
(208) 939-6426, ext. 24
taylor@spectraproductions.com

Show Title ____________

Dates ____________ Year ____

Facility ____________

City ____________ State ____

Products or services to be displayed:

____

Space Request

Size of Space	
Space Option 1	
Space Option 2	

Space Notes: ____________

Space Price	
Discount	
*Electrical	
*Passes	
*Rentals/Other	
Total	
⌘Deposit	

Spectra Use
Rentals/Other

*Forms for pricing can be found HERE
Check out our Vendor Guide HERE

⌘You will be notified via email when you have been accepted in this show and your deposit is required. When notified, deposit may be paid in cash, check, or credit card; Visa, MasterCard and American Express.

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X ____________
Authorized Signature◆ ____ Date

Type or print name and title ____________

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INSURANCE AND LIABILITY – Spectra shall not be responsible for loss or damage incurred by the exhibitor by any cause whatsoever. Small and valuable exhibit material should be packed away each night. The exhibitor must obtain their own theft insurance if it is desired. The exhibitor agrees to protect and save, harmless Spectra, against any and all claims for loss, injury, or damage to persons or property arising from the activities of the exhibitor, his agents, employees or guests, defend Spectra against any and all such claims, and to reimburse and indemnify Spectra for any loss, damage, expense, or payment suffered thereby. Exhibitor's proof of Bodily Injury and General Liability insurance shall be made available upon request, and signer agrees that said insurance shall be in force during the event according to normal business practices, standards, and amounts outlined in the Event Guide.

WORKERS COMPENSATION INSURANCE - Signer agrees that Workers Compensation Insurance shall be in force during the event, meeting the statutory requirements of the State of Idaho.

RIGHTS OF THE MANAGEMENT – Spectra shall not be liable for any damages or other expenses that are incurred by the exhibitor in the event that the show is delayed, interrupted, or not held as scheduled. For any reason whatsoever and if for any reason beyond the control of Spectra the show is not held, Spectra will retain the money paid by the exhibitor and apply it to future event(s) produced by Spectra.

AISLES – Aisles, passageways, and overhead spaces remain strictly in the control of Spectra, and no signs, decorations, banners, advertising materials, will be permitted in them except by special written permission. Furthermore, exhibitor shall not distribute any materials in any parking areas. All exhibits and personnel must remain in their own confines of their booth spaces and no exhibitor will be allowed to erect signs or display products in such a manner as to obstruct the view or disadvantageously affect the display of any other exhibitor as outlined in the Event Guide.

LICENSES – Any and all licenses, inspections or permits, required by law (city, county, state, or federal) in the installation or operation of exhibitor's display shall be the sole responsibility the exhibitor. Procurement of any of these items shall be obtained by the exhibitor at their own expense prior to the opening of the event. Proof of same shall be made available upon request of Spectra.

ELECTRICITY – Due to the diversity of products and the variety of electrical requirements, power may not be provided as part of your booth. Please refer to the Event Guide for electrical needs.

RUNNING OF ENGINES – Oil, gas, or diesel engines may be operated only with the consent of Spectra and must conform to city ordinances and regulations of the local fire marshal.

FIRE – All exhibits must comply with local fire marshal regulations. For any information regarding this portion of the contract, contact the local fire marshal's office.

FOOD SALES – Exhibitor sales, samples, or gifts of food and beverages may be made only by written permission of Spectra. Please refer to Event Forms: Fair Food Sampling/Sales.

MUSIC – Exhibitor warrants and guarantees to Spectra that all ASCAP and/or BMI fees are paid for any copyrighted music or similar materials utilized in conjunction with their exhibitor space. Exhibitor agrees to save and hold harmless Spectra from any and all disputes involving payment or non-payment of the aforementioned fees. Exhibitor agrees to defend and pay all costs incurred out of any action filed by ASCAP and/or BMI or any other party for collection or fees due.

LOTTERIES – Exhibitors shall not engage in any raffle, chance drawing, lottery, etc. unless and until Spectra has given its specific written approval of said activity.

MERCHANDISE REMOVAL – No exhibit or any portion of an exhibit may be removed until after the closing hour of the last day of the show. Upon the close of an event all exhibitors shall be responsible for the removal of the entirety of their display. All merchandise and display material must be removed from the building by the times given in the official Event Guide.

LITIGATION – If a suit or action is filed regarding this contract, the exhibitor promises to pay Spectra costs and reasonable attorney fees in such a manner as set by the court.

TERMS & CONDITIONS – This contract and the information contained in the Event Guide are the terms and conditions agreed on by the parties hereto and no other agreement, oral or otherwise regarding the subject matter of this contract, unless agreed to in writing by both parties, shall be deemed to exist or to bind any of the parties hereto. The parties understand and agree that exhibitor is an independent entity and is not an employee, agent, representative, joint venturer, business partner, or any other like entity, with Spectra. The parties understand and agree that the act of each party hereto is the individual act of that party.