

EXPO Agreement

Exhibitors will abide by and be subject to the following agreement as a condition for acceptance as an exhibitor at the Women's EXPO.

1. I am the owner of the business that either produces or distributes the products displayed in my booth.
2. I will be present at the EXPO, representing my work, and will not sublet booth space to another business or entity.
3. I understand that the promoter reserves the right to remove, without refund or recourse, any exhibitor who misrepresents herself or her product.
4. All vendors distributing food samples are required by the Suffolk County Department of Health Services (SCDHS) to have a **Vendors Temporary Food Service Application & Permit**. Please contact the Suzanne Fiumano at the SCDHS directly at 631-852-5999 for more information on the application and permit.
5. I agree to comply with all local and state regulations. All display materials will be fireproof. I will have no open flames.
6. Except for the EXPO café, **all food must be prepackaged**.
7. I will obtain all tax, vendor, or other permits as required by local or state authorities at my own expense.
8. I will agree with all signage restrictions and will store excess stock out of sight. I agree to abide by move-in and move-out regulations as stipulated by the promoter. I further agree to remain set up with enough inventory for sale for the duration of the show.
9. Once accepted, I agree to pay the amount of \$100 or \$150 (depending on space requirements). I understand that any exhibitor who is unable to attend the show forfeits her right to exhibit without refund or recourse.
10. I will not hold the promoter, Middle Country Library Foundation, its agents, employees or officers liable for failure to perform or fulfill its contractual obligations provided such failure is caused, occasioned or impeded by closures of site location due to any causes beyond its control. Nor will I hold the promoter, owners, lessees or managers of the exhibit hall, Middle Country Public Library, responsible for loss or damage of exhibitors' wares, exhibits, or personal property of for loss or injury caused by products sold, or exhibited by exhibitors, directly or through warranty, express or implied. Insurance for such loss, damages, or injury will be my sole responsibility.
11. If my payment is returned due to insufficient funds, I agree to replace it with a money order or bank check (plus bank fees), or to forfeit my place at the Women's EXPO.
12. I understand that the promoter, Middle Country Library Foundation, will make the assignments of booth locations for each exhibitor at their sole discretion.
13. It is agreed that the promoter, Middle Country Library Foundation, reserves the right to amend and/or add to the applicable rules pertaining to and governing this show at any time prior to its commencement. Additions or amendments will be circulated to exhibitors in writing. The interpretation of all rules by the promoter will be final.

General Release and Acceptance of Rules

I have read the contract and agree to abide by these rules. In addition, I expressly release the promoter, Middle Country Library Foundation, and the owners of the exhibit hall, Middle Country Public Library, from any damage, injury or loss to any person or goods which may arise from the rental and occupation of this space or the participation in this show by me, the exhibitor. I also agree to hold the promoter and owner of the exhibit hall harmless of any loss, injury or damage. I further agree that no employment is created by this contract.

If this application is accepted, I give permission to use my name, company name and contact information for publicity purposes, including the Women's EXPO website and social media. EXPO participants may be photographed or videoed. These photographs or videos may be used in promotional materials or on our social media pages. By virtue of your attendance, you agree to usage of your likeness in such materials. Application to this show constitutes exhibitor agreement of this release.