



20th Annual

NEW MEXICO AGRICULTURAL EXPO

February 21-22, 2012

Application Form

Company name: _____

Mailing address: _____

City/State/Zip: _____

Billing address: _____

City/State/Zip: _____

Billing Representative: _____

Phone number: _____ Fax number: _____

Email: _____ URL: http:// _____

Description of booth: _____

Local Representative: _____

Address: _____ Phone: _____

City/State/Zip: _____ Email: _____

Representative Names (for name tags):

www.nmagexpo.com

chamber@portales.com

Toll free: (800) 635-8036

Local: (575) 356-8541

Fax: (575)-356-8542

BOOTH RENTAL APPLICATION

			On or Before 12/31/11		After 1/1/12		
	# needed		Cost each		Cost each		Total
Inside exhibit space							
10' x 10' main aisles		X	\$325	or	\$375	=	\$ <u> </u>
20' x 30' along the wall inside		X	\$1,400	or	\$1,500	=	\$ <u> </u>
30' x 80' along the wall inside		X	\$2,000	or	\$2,100	=	\$ <u> </u>
Outside exhibit space							
20' x 30'		X	\$350	or	\$400	=	\$ <u> </u>
30' x 80'		X	\$375	or	\$425	=	\$ <u> </u>
6' table		X	\$15		\$15	=	\$ <u> </u>
Total Charges						=	\$ <u> </u>

Tent Rental: Contact Canopies Tent Rental at (575) 392-5433.

Describe your specific power needs: 110 ____ Other ____ (additional charges will may apply for 220 volt and high use equipment hookup. Call for information.)

Exhibitor agrees to pay New Mexico Ag Expo for the right to exhibit in the sum of \$ _____. Return payment and application with the contract. Make checks payable to the New Mexico Agricultural Expo or charge to your Visa or MasterCard credit card. No foreign currency will be accepted. **No refunds will be issued.**

Visa/MasterCard #: _____ Expiration date: _____

Name on credit card: _____ 3 Digit Security Code _____

Exhibitor has read and agrees to the Conditions of Contract attached hereto.

Exhibitor signature: _____

Title: _____ Date: _____

Please return signed contract with application form and fee to:

New Mexico Agricultural Expo
100 S. Avenue A
Portales, NM 88130

The Ag Expo office is open Monday through Friday, 8:00 a.m to 5:00 p.m. (MST).
Toll-free phone # 800-635-8036, local phone # 575-356-8541 and fax phone # 575-356-8542.

For more information please see our website at www.nmagexpo.com

CONDITIONS OF CONTRACT

1. Exhibitors must meet the criteria for at least one of the New Mexico Agricultural Expo Category divisions. The final decision on acceptability for each and every exhibit shall rest with the New Mexico Agricultural Expo management. The New Mexico Agricultural Expo reserves the right to assign, alter or change the space assigned to the exhibitor at anytime.
2. Exhibitors will be liable for, will indemnify and hold harmless New Mexico Agricultural Expo, for any loss suffered by, or claim brought against New Mexico Agricultural Expo arising from or in any way connected to Exhibitor's participation in Expo.
3. Exhibitors agree to pay for actual cost of repairs, loss or damage to any utility or telephone outlet or equipment serving Exhibitor's space, occurring during time Exhibitor has possession of said space.
4. The New Mexico Agricultural Expo shall not be liable for damages or otherwise for failure to carry out the terms of this agreement in whole, or in part, where caused directly or indirectly by or in consequence of fire, storm, flood, war, rebellion, insurrection, riot, civic commotion, strike, acts of God or by any cause whatsoever beyond the control of the New Mexico Agricultural Expo or it's dissimilar from the causes enumerated herein. New Mexico Agricultural Expo shall not be liable for damages occurring prior to, during or following loading or unloading or operation of exhibits, prior to, during and following the Expo.
5. Exhibitors agree to abide by all regulations and rules adopted by New Mexico Agricultural Expo, in the common good of the Expo, and agree that the New Mexico Agricultural Expo shall have the right to adopt additional rules and regulations prior to, during and after the Expo.
6. Exhibitors agree to **confine the presentation and distribution of materials entirely within the designated boundaries of the contracted space** and to maintain a staff in the assigned exhibit space during Expo hours. The New Mexico Agricultural Expo reserves the right to refuse Exhibitor use of any part of a display which interferes with the sight of other exhibits.
7. All demonstrations and live entertainment must be approved by New Mexico Agricultural Expo prior to approval of the contract. The New Mexico Agricultural Expo reserves the right to halt any demonstration which may interfere with fellow exhibitors. No unnecessary flashing lights or noises will be permitted.
8. No space may be disturbed (drilling, trenching, digging, etc.) without the prior advance approval, fee payment and on-site authorization of the New Mexico Agricultural Expo. Any damages, losses or claims, whatsoever arising from disturbed space will be the sole responsibility of the Exhibitor.
9. No microphone will be allowed without written permission of the Expo management.
10. **Chairs and Tables:** The Expo will provide two folding chairs per Exhibitor space. Six foot tables will be available for rent at the rate of \$15 each. Tables must be picked up and returned at designated areas within each building. Vendors who fail to return tables will be billed \$40 for the table.
11. **Move-in Information:** New Mexico Agricultural Expo grounds will be open for set up on Monday, Feb. 19, 2012 from 9 a.m. to 5 p.m. and Tuesday, Feb. 20, 2012 from 8 a.m. to 9 a.m.
12. **Show hours:** Operating hours will be Tuesday 9 a.m. to 6:30 p.m. and Wednesday 9:00 a.m. - 3:00 p.m.
13. **Move-out information:** Exhibitors agree to remove exhibits, equipment, and appurtenance from the Expo grounds by 5:00 p.m. on February 23, 2012. In the event of failure to do so, Exhibitors agree to pay such additional costs as may be incurred. ***No exhibitor shall vacate prior to the published closing time on the last day of the Expo without the advance written Expo management consent.*** Failure to do so may result in the forfeiture of the next year's priority for exhibit space assignment and possibly exclusion from future New Mexico Agricultural Expos.
14. Forklifts are available for loading and unloading only. Forklifts will be available for set up on February 19, 2012 from 9 a.m. to 5 p.m. and beginning at 8 a.m. on February 20, 2011.

I have read and agree to the terms of this contract described above and accept the terms as written.

Authorized Representative's signature: _____ Date: _____