



# 2018 Exhibiting Contract

Michigan Nursery and Landscape Association's  
Great Lakes Trade Exposition  
January 22-24, 2018  
Lansing Center, Lansing, MI

The memorandum of agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ between the Michigan Nursery and Landscape Association and \_\_\_\_\_  
IN CONSIDERATION OF \$\_\_\_\_\_ TO BE PAID AS FOLLOWS: 50 percent HEREWITH, and the balance of \$ \_\_\_\_\_  
on or before September 30, 2017, the said Michigan Nursery and Landscape Association hereby leases Booth Numbers:  
\_\_\_\_\_ in the Lansing Center, Lansing, Michigan as shown  
on the official diagram, for a term of three days, January 22-24, 2018, subject to all regulations governing the exhibits.

DESCRIPTION	QUANTITY	AMOUNT
Regular spaces \$685 each (10' x 10')	_____	_____
End Caps \$755 each (10' x 10')	_____	_____

## NO PRICE INCREASE!

\* Subtract 5 percent if you  
are an MNLA member

\* Subtract \$31 per booth if you are  
declining the undraped 8-foot long x  
30-inch high table and chairs

**TOTAL \$**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Payment Info: (payable in U.S. funds only)

Check # \_\_\_\_\_ made payable to MNLA

CREDIT CARD:

VISA  MC  Discover  AmEx

CC# \_\_\_\_\_ Exp. \_\_\_\_\_ CVC \_\_\_\_\_

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

Booth Spaces:

FIRST CHOICE(S) \_\_\_\_\_

SECOND CHOICE(S) \_\_\_\_\_

THIRD CHOICE(S) \_\_\_\_\_

Competitors from whom we desire separation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

TERMS AND CANCELLATION: If an exhibit space is not paid in full by September 30, 2017 the deposit will be returned to the exhibitor and the booth space made available to others. Upon receipt of written cancellation, a full refund will be returned to the exhibitor if received in the MNLA office no later than September 30, 2017. A cancellation charge of 25 percent of the booth fee will be assessed if written cancellation occurs after September 30, 2017 and before December 1, 2017. A cancellation charge of 50 percent of the booth fee will be assessed if written cancellation occurs after December 1, 2017. Cancellations made within seven days prior to the move-in date or no-shows will not receive a refund.

LIABILITY: The MNLA shall not be responsible for any loss, damage or injury that may occur to the exhibitor or to the exhibitor's employees or property from any cause whatsoever, prior, during or subsequent to the period covered by the exhibit contract, and the exhibitor, on signing of contract, expressly releases the MNLA from and agrees to indemnify same against all claims for such loss, damage or injury. Any damage to building due to carelessness of exhibitor or his employees must be paid for by the exhibitor causing same. The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damage to exhibitor displays, equipment and other property brought upon the premises of the Center and shall indemnify and hold harmless the Center agents, servants and employees from any and all such losses, damages and claims. Exhibitor will abide by all rules and regulations, whether existing or established, by MNLA.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ Lessee \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Toll-Free \_\_\_\_\_ FAX \_\_\_\_\_

E-mail \_\_\_\_\_ Website \_\_\_\_\_

Please indicate who should receive booth details: Name \_\_\_\_\_ Email \_\_\_\_\_

**CONFERENCE & TRADE SHOW GUIDE LISTING AND SIGNAGE:**

Product/service description (maximum 20 words)  
\_\_\_\_\_

Please provide your Company Name for the Conference & Trade Show Guide **and** your 7" x 44" display sign, which will be furnished gratis (limited to one line (firm or product name only)).  
\_\_\_\_\_

Signature \_\_\_\_\_

Print Name (Exhibitor Representative) \_\_\_\_\_

..... **MICHIGAN NURSERY AND LANDSCAPE ASSOCIATION** .....

Signature (Executive Director) \_\_\_\_\_

**SIGN AND RETURN. CONTRACT WILL BE SIGNED AND A COPY RETURNED TO YOU AS A CONFIRMATION.**

**INSTALLING & DISMANTLING EXHIBITS:**

<b>Monday, January 22</b>	<b>Exhibitor Move-in (scheduled by MNLA)</b>
<b>Tuesday, January 23</b>	<b>Trade Show Hours: 10:00 a.m. – 4:00 p.m.</b>
<b>Wednesday, January 24</b>	<b>Trade Show Hours: 10:00 a.m. – 3:00 p.m.</b>

**RETURN CONTRACTS TO:**

**Michigan Nursery and Landscape Association**  
2149 Commons Parkway  
Okemos, Michigan 48864  
Phone (517) 381-0437  
Fax (517) 381-0638  
**www.mnla.org • www.glte.org**

