



2025 Exhibiting Contract

Michigan Nursery and Landscape Association's
Great Lakes Trade Exposition
Tuesday, January 21 - Thursday, January 23, 2025
DeVos Place, Grand Rapids, 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, 2024, the said Michigan Nursery and Landscape Association hereby leases Booth Numbers:
_____ in the DeVos Place, Grand Rapids, Michigan as
shown on the official diagram, for a term of three days, January 21-23, 2025, subject to all regulations governing the exhibits.

DESCRIPTION	QUANTITY	AMOUNT (\$)
Regular spaces \$750 each (10' x 10')	_____	_____
End Caps \$830 each (10' x 10')	_____	_____

* Subtract 5 percent if you are an MNLA Member _____

* Add \$45 per package (pkg=one 2'W x 8'L x 30"H table (undraped) & 2 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, 2024 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, 2024. A cancellation charge of 25 percent of the booth fee will be assessed if written cancellation occurs after September 30, 2024 and before December 1, 2024. A cancellation charge of 50 percent of the booth fee will be assessed if written cancellation occurs after December 1, 2024. 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:

Tuesday, January 21	Exhibitor Move-in (scheduled by MNLA)
Wednesday, January 22	Trade Show Hours: 9:00 a.m. – 4:00 p.m.
Thursday, January 23	Trade Show Hours: 9:00 a.m. – 3:00 p.m.

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

