



September 28-30, 2023
TennesseeTowShow.com

At the Chattanooga Convention Center in Chattanooga, Tennessee



Tennessee Tow Show Exhibitor Rules and Regulations

Exhibit Space Agreement

1. Submission of Exhibitor Space Rental Agreement with 50% deposit payable to Tennessee Tow Show constitutes a binding contract. Checks and all major credit cards are accepted. Booth space will be held one week (7 days) from receipt of signed booth reservation form. If a 50% deposit has not been received by the end of the seventh day, Management reserves the right to release the space.
2. Payment in full is due by July 28, 2023. If account is not completely paid by this date, exhibitor forfeits the deposit and all rights accompanying the deposit and any space will be released. **NO BOOTH PAYMENTS WILL BE ACCEPTED ONSITE.**
3. **REFUND POLICY** – Exhibitors canceling more than 120 days before the opening day of the show shall forfeit 50% of the total rental contracted for – less than 120 but more than 60 days shall forfeit 75% and there is no refund if exhibitors cancel less than 60 days before the show. Cancellations must be in writing. Refunds will be calculated on date the request was received by show management.
4. Assignment or subletting of any booth or any part of a booth, or use by a non-exhibitor, is prohibited. If the Tennessee Tow Show Management Team [herein referred to as "Management Team"] deems an exhibitor is violating this, the exhibitor will be given an opportunity to correct the situation. If the exhibitor does not do so in the timeframe provided by the Management Team, the exhibitor will be asked to leave and forfeit all rights to the space and monies paid as part of attendance at the show.
5. All exhibitors must comply with all municipal, county and state ordinances and tax requirements while exhibiting at the Tennessee Tow Show.
6. Exhibitors are required to carry their own insurance including but not limited to Worker's Compensation, Personal Injury Liability and Property Damage. Signing of this exhibit contract serves as a waiver to any claim against the Management Team, their respective companies, any officers, directors, members or agents.
7. All exhibitor booths must be controlled by an authorized representative throughout the show's exhibit floor hours.
8. The show management will not be liable for the fulfillment of this contract as to the delivery of exhibit space if non-delivery is due to the following causes: Facility is damaged or destroyed by fire, act of God, public enemy, war or insurrections or strikes, the authority of the law, postponement or cancellations of the exposition, or for any cause beyond their control. It will, however, in the event of its not being able to hold the exposition for any of the above reasons, reimburse exhibitors on a pro-rata basis on any amount paid in, less any and all legitimate expenses incurred, such as but not limited to rent, advertising, sales expenses, operating costs, etc.

Exhibits on Show Floor

9. The Tennessee Tow Show is a closed trade show created for the towing and recovery and related industries. The Management Team reserves the right to judge the suitability of all exhibits, and has the right to make or request changes they deem necessary for the good of the show. The Management Team may refuse to rent exhibit space to any company whose display of goods and/or services are not compatible with the general character and objective of the show as determined by the Management Team.
10. Exhibitors must confine exhibits and all sales activities within their rented space. NO exhibits will be permitted that interfere with other booths or block any aisles. Exhibitors agree not to show or exhibit products outside the Chattanooga Convention Center. If an exhibitor breaks down early, they will forfeit their booth position in the following year.
11. Exhibitors may distribute advertising material only from their booth space or other designated area approved by the Management Team.
12. All exhibit areas will be kept clean and in an orderly fashion at all times.
13. Neither exhibitor nor his agent shall sell, offer for sale, dispense or give away any food, drink, tobacco, or any other article or service at their booth, on the trade show floor or in the convention center or host hotel.
14. Neither exhibitor nor his agent shall injure or mar, or in any manner deface the Premises, and shall not cause or permit anything to be done whereby the Premises shall be in any manner injured or marred or defaced. Nor shall exhibitor drive or permit to be driven, any nails, hooks, tacks, screws or bolts in any part of the Premises, nor shall exhibitor make or allow to be made any alteration of any kind therein or thereon, nor tape any adhesive tape or stickers at any location therein. Exhibitors shall not sell, dispense or give away or permit the sale, dispensing or giving away of gas filled balloons or adhesive stickers in the leased premises or in any of the halls, passageways or approaches thereto.

If the Premises, or any portion of the Convention Center or grounds, during the term of this Agreement shall be damaged by the act, default or negligence of exhibitor, or by exhibitor's agents, employees, or any other persons admitted to the Premises by said exhibitor, exhibitor will pay upon demand, such sum as shall be necessary to restore the Premises to their original condition, ordinary wear and use accepted.

15. **The use, distribution, or sale of helium balloons is strictly prohibited in the Premises and Convention Center. Any helium balloons found in the Premises during or immediately following expiration of the term of this Agreement will be removed at exhibitor's expense.**
16. With any working exhibits, provisions must be made for the protection of the public.
17. Audio and/or video equipment is permitted in the exhibit booths if the volume is turned down to a conversational level and if not objectionable to neighboring exhibitors or visitors.
18. Exhibitors will not be permitted to remove any of their equipment from the exhibit area during show hours.
19. Exhibitor agrees not to dismantle his/her exhibit prior to trade show closing at 4 pm on Saturday, September 30, 2023.
20. All property and material must be removed by 9 pm on Saturday, September 30, 2023.
21. George Fern is the official services contractor for the 2023 Tennessee Tow Show. Their manual will be sent in a separate email once booth space is assigned.

Professionalism

22. Exhibitors will not do, nor knowingly allow to be done, anything on the Premises during the term of this Agreement that violates any local, municipal, state or federal law. Exhibitor or any person employed or admitted to the Premises by said exhibitors, in violation will immediately desist from and correct such violations.
23. The Tennessee Tow Show is a family event. Exhibitors shall respect that children will be in attendance and make sure their booth, its contents and all employees behave in a manner befitting the presence of children.
24. Exhibitor shall not do nor permit to be done anything in or upon any portion of the Premises or bring or keep anything therein or thereupon which will in any way conflict with the conditions of any insurance policy upon the Convention Center or on property kept therein, or in any way conflict with the laws relating to fires or with the regulations of the fire department, or with any of the rules, regulations or ordinances of the City of Chattanooga or in any way obstruct or interfere with the rights of the other exhibitors in the Convention Center or injure or annoy them. Exhibitor shall not, without the written consent of the Management Team, put up or operate any engine, motor or machinery on the Premises, or use oils, explosives, burning fluids, camphene, kerosene, naphtha, or gasoline for either mechanical or other purposes. Exhibitor further agrees that all decorative material used in the Premises must be flameproof and that all matters involving safety be resolved by the decision of the Chattanooga Convention Center Executive Director.
25. Security personnel will be on the premises for general security purposes only. The Management Team is not responsible for exhibitors merchandise or other items contained on the premises by the exhibitor and makes no specific commitment with regards to security of the show. Exhibitor agrees to save and hold harmless show management from any and all liability resulting from injuries or damage by fire, accident or any other cause whatsoever to exhibitors, employees and attendees, persons and/or properties in the connection with the exhibitor's use of the exhibit space.

Initial/Date



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Set Up and Breakdown

- 26. Exhibitor will be responsible fore setting up, dismantling and thoroughly cleaning their display area.
- 27. The arrangement of delivery and payment of goods will be the sole responsibility of the exhibitor.
- 28. In the event that goods, wares, merchandise and property of any and all kinds and description, are left in the Premises after the termination of this Agreement, then the Convention Center shall be and is hereby authorized to remove from the Premises at the exhibitor's expense, all such goods, wares, merchandise and property of any and all kinds and description. The Management Team, any of its affiliates, or the Convention Center shall not be liable for any damage or loss to said goods, wares, merchandise or other property which may be sustained, either by reason of such removal or the place to which it may me removed, and all aforementioned parties are hereby expressly released from any all claims for damages of whatever kind or nature.
- 29. All property and material must be removed by 9 pm on Saturday, September 30, 2023.

I have received, read, understand and will comply with the Tennessee Tow Show Exhibitor Rules and Regulations and the Refund Policy for the September 2023 show in Chattanooga, Tennessee. I understand all consequences that may result from rules not being adhered to.

Accepted by: _____ Exhibitor Representative: _____

Date: _____ Print Name and Title: _____ Company: _____