



# 2019 ISI Synchronized Championships

## SKATERS' MARKETPLACE

Doug Woog Arena  
South St Paul, MN  
April 12 – 14, 2019

### ***YOUR INVITATION TO EXHIBIT***

You will find hundreds of ISI skaters, all gliding into town for the 2019 ISI Synchronized Championships ... and to see you at the ISI Skaters' Marketplace.

***Plan to exhibit*** at the Synchronized Championships Skaters' Marketplace. This year's competition is expected to draw over 500 skaters—along with parents, friends and coaches. ***Come join the fun and excitement...*** reserve your 8 X 8 space now for a great skating extravaganza!!

***Get your application in right away*** for the Synchronized Championships Skaters' Marketplace. The spaces are limited and will be sold on a first come first serve basis. Member rate \$550 per space. Non-Member rate is \$750 per space after March 15th if space is available. Don't miss out on this exciting event. Deadline to register is March 19, 2019.

### **2019 ISI SYNCHRONIZED CHAMPIONSHIPS SCHEDULE (Hours are subject to change, Final schedule will be sent 4/7)**

Exhibitor Setup	Friday, April 12, 2019	1:00pm - 5:00pm
Show Hours	Friday, April 12, 2019 (practice ice)	1:00pm - 7:00pm
	Saturday, April 13, 2019 (competition)	8:00am - End of Events
	Sunday, April 14, 2019 (competition)	8:00am - End of Events
Exhibitor Teardown	Sunday, April 14, 2019	Following conclusion

### **VENUE**

Doug Woog Arena  
141 South 6th St  
South St. Paul, MN 55075  
651-554-3330

For hotel information and event schedule, see our website  
[www.skateisi.org](http://www.skateisi.org)



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### Application and Contract for Exhibit Space

#### Important Instructions

1. Please type or print this application.
2. Member Rates \$550 per space, Non-member Rates \$750 per space, pending availability.
3. Make your check payable to the Ice Skating Institute and return it with the signed contract to: Ice Skating Institute, 6000 Custer Rd, Bldg 9, Plano, TX 75023 or Fax to 972-735-8815 with your credit card information. Exhibit fee must accompany this application by March 19, 2019. No refunds will be made after March 19, 2019.
4. Be sure to sign and return the Rules and Regulations form. Please keep a photocopy of both the signed contract and the signed Rules and Regulations.

Company: \_\_\_\_\_ ISI Member Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Street: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Names of Persons attending: \_\_\_\_\_

On-site phone number: \_\_\_\_\_ 1. \_\_\_\_\_

Number of spaces required: \_\_\_\_\_ 2. \_\_\_\_\_

Electricity Needed?      YES      NO      3. \_\_\_\_\_

(Provided if available. May not be available to all booths.)      4. \_\_\_\_\_

Please provide a brief description of the products or services you plan to display: \_\_\_\_\_

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

We agree to abide by all Rules and Regulations as printed and attached as a part of this Contract. Acceptance of this application by ISI constitutes an official contract.

Exhibitor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Amount Enclosed: \_\_\_\_\_ Payment Type:    Visa    Mastercard    AmEx    Check

Credit Card Number: \_\_\_\_\_ Exp Date: \_\_\_\_\_ Name on Card: \_\_\_\_\_

PLEASE SIGN THE RULES AND REGULATIONS FORM AND MAKE A COPY OF BOTH PAGES FOR YOUR FILES!  
PLEASE RETURN THIS AGREEMENT AND THE RULES AND REGULATIONS, ALONG WITH THE APPROPRIATE  
BOOTH SPACE FEE TO:

ISI  
6000 Custer Rd, Bldg 9  
Dallas TX 75023  
972-735-8800

-OR-

Fax with credit card information to:  
972-735-8815

# Ice Skating Institute Rules and Regulations for the Skaters Marketplace

**1. Contract for Space:** This application for exhibit space, with full payment of rental charges for floor space, and formal notice of space assignment by ISI, constitutes a contract for the right to use same. This application should be filed promptly with the Ice Sports Industry, hereafter referred to as the ISI.

**2. Space Rental and Payment:** Full payment must accompany this application for space and must be received thirty days prior to the event.

**3. Cancellation by Exhibitor:** Any exhibitor wishing to cancel his/her display space must inform the ISI in writing. ISI shall retain a service fee of \$200 of the total booth rental fee and refund the balance for cancellation notices received prior to thirty days before the event. No refunds will be made after the thirty day deadline.

**4. Location and Assignment of Space:** ISI reserves the right to configure, reconfigure and assign booth space to best accommodate the needs of the exhibitors and to achieve the success of the show. The assignment criterion is based on postmarked date of receipt of application with payment and number of booths required. ISI members will be given priority assignments.

**5. Installation and Removal of Displays:** All exhibits must be installed and completed for inspection by ISI on the designated days/times listed. In the event the exhibitor fails to install the exhibit within the time allowed before the Show's opening, or fails to pay the rental fees for the space, or fails to comply with any provisions concerning the use of space, ISI reserves the right to take possession of said space and re-sell same, or any part thereof.

No exhibitor shall commence dismantling or packing his/her products before the designated tear-down time. It is the exhibitor's responsibility to mark and store crates/boxes away from show floor. ISI reserves the right; with no liability whatsoever for damage, spoilage, or loss; to dismantle, dispose of, store and clear from the premises any material goods, property, or merchandise of any exhibitor who has failed to comply with the above requirements.

**6. Use of Space:** No exhibitor shall assign, sublet or share the space allotted with another Company or Individual without the knowledge and consent of ISI. Representatives manning the booth must be bonafide employees or distributors of the exhibitor or members of his family or manufacturer of products they distribute. Exhibitors must display goods manufactured or dealt in by them in their regular course of business, unless approved in advance in writing by ISI. No firm or organization, individual or company without assigned exhibit space will be permitted to solicit business within the exhibit area.

Exhibitors are not permitted to store packing crates or boxes in or behind their booths during the exposition. No graphics or products will be permitted outside the confines of the booth. Exhibitors are required to have their display space neat and orderly at all times. Exposed parts of displays and/or equipment must be finished or covered in a workmanlike and neat manner. Exhibitors must comply with all height regulations.

ISI reserves the right to restrict exhibits which, because of noise, method of operation, materials, excessive height, safety risk, or for any other reason becomes objectionable, and also to prohibit or to evict any exhibit which, in its opinion may detract from the general character of the show as a whole. All demonstrations or other promotional activities, including the distribution of promotional materials, must be within the limits of the exhibit booth. Demonstrations or activities that cause annoyance to neighboring exhibitors or result in the obstruction of aisles or prevent ready access to a nearby exhibitor's booth will not be allowed. Exhibitors must take every reasonable precaution to minimize the noise of demonstrations or of operating sound devices.

There will be an overall 8' height limitation throughout the entire show. All display fixtures over 4' in height and within 10 lineal feet of an adjoining booth must be confined to the back 3' of the booth. Standard back to back or perimeter booths may have solid construction in the back one-half of the exhibit space, not exceeding 8' in height. Construction in the front one-half of the exhibit space is limited to 36" in height so not to obstruct the view of adjoining booths.

All booth decorations must be flameproof and all skirtings must clear the floor. Please note that the only extension cords allowed by law are the orange, grounded, three-pronged cords UL-listed for show use. Household-rated extension cords are illegal and will not be allowed on the floor. All electrical usage must be reported to ISI.

Each exhibitor is charged with knowledge of and compliance with all laws, ordinances and regulations pertaining to health, fire prevention and public safety.

**7. Music Licenses:** Exhibitors are responsible for any license fees required for the performance of copyrighted music in their assigned exhibit area.

**8. Liability and Insurance:** Exhibitor agrees that it will indemnify and hold and save ISI and the host facility whole and harmless of, from and against all claims, demands, actions, damages, loss, cost, liabilities, expenses and judgments recovered from or asserted against ISI and the host facility on account of injury or damage to person or property to the extent that any such damage or injury may be incident to, arise out of, or be caused, either approximately or remotely, wholly or in part, by an act, omission, negligence, or misconduct on the part of the exhibitor or any of its agents, servants, employees, contractors, patrons, guests, licensees or invitees or of any other person entering upon the Premises leased hereunder with the express or implied invitation or permission of the exhibitor, or when any such injury or damage is the result, proximate or remote, of the violation by the exhibitor or any of its, agents, servants, employees, contractors, patrons, guests, licensees or invitees of any law, ordinance or governmental order of any kind, or when any such injury or damage may in any other way arise from or out of the occupancy or use by the exhibitor, its agents, servants, employees, contractors, patrons, guests, licensees or invitees of the Premises leased hereunder. The exhibitor covenants and agrees that in case ISI or the host facility shall be made a party to any litigation against the Exhibitor or in any litigation commenced by any party other than the Exhibitor relating to this lease or to the Premises leased hereunder, the Exhibitor shall and will pay all costs and expenses, including reasonable attorney's fee and court costs incurred by or imposed upon ISI or the host facility by virtue of any such litigation. These terms of indemnification shall be effective unless such damage or injury may result from the sole negligence, gross negligence or willful misconduct of ISI or the host facility.

All property of the exhibitor is understood to remain under her/his custody and control, in transit to or from or within the confines of the exhibit area. Exhibitors are advised to carry floater insurance to cover exhibit material against damage or loss, and public liability insurance against injury to the person or property of others. Sponsor and ISI insurance policies do not extend to cover liabilities of exhibitors.

Exhibitors will not be allowed to serve alcoholic beverages.

**9. Security:** Every reasonable precaution will be taken to protect property during installation, show and removal periods. However, neither ISI nor the host facility is responsible for the safety of the property of exhibitors from theft, damage by fire, accident, vandalism or other causes. Exhibitors are strongly advised to carry protective insurance against theft, damage, etc. of their display.

**10. Prize Drawing Eligibility:** Neither exhibitors, their employees, nor relatives of exhibitors and/or their employees shall be eligible to win raffles, drawings, prizes or their like offered in the trade show area during exposition hours. Such events are planned to increase traffic for the exhibitors' benefit.

**11. Care of the Building and Equipment:** Exhibitors and their agents shall not injure or deface the walls, floors or any part of the exhibit building, booth materials or equipment of another exhibitor. When such damage appears, the exhibitor causing such damage is liable to the owner of the property so damaged.

**12. Union Labor:** In certain areas of the country, all work done in connection with exhibit installation or dismantle may need to be performed by Union Personnel carrying the appropriate union card. Arrangements for such labor at established rates should be made in advance with the Official Service Contractor. Tipping is not necessary.

**13. Official Service Contractor:** All booth furnishings will be ordered through a rental company in the area. All orders are to be placed directly with ISI. All materials must be pre-ordered and fully paid for before the show. No orders can be placed on-site.

**14. Exhibitor's Authorized Representatives:** Each exhibitor shall provide ISI the name and title of personnel in attendance at the show on the appropriate form provided by ISI by the date specified. Said representatives shall be authorized to enter into such service contracts as may be necessary on behalf of the exhibiting company, for which the exhibitor shall be responsible.

**15. State Taxes:** Exhibitors are responsible for any and all state taxes, if any, due resulting from the sale of goods at this show.

I agree to abide by all ISI exposition rules and regulations as outlined herein.

Signature \_\_\_\_\_

Date \_\_\_\_\_