



**2020 EXHIBITOR CONTRACT** – MPSA presents the **Beer, Wine & Spirits Industry Experience** held on Wednesday, May 6<sup>th</sup> at Lombardos, 6 Billings St. Randolph, MA from 2:00-6:00PM. Please join us for this grand tasting event as we gather with our members and industry professionals. Complete the information on this form to reserve your space. By completing and sending in this agreement with your payment, you are agreeing to the “Terms and Conditions” of the event, on page 2.

**PLEASE READ THE FOLLOWING INFORMATION CAREFULLY REGARDING THIS YEAR’S EVENT.** All booths will be 8 x 8 in size. There will be a limited number of “high backs”- 8ft high back, around the perimeter (front, sides and back of show). These will be offered first to “SHOW SPONSORS”, then on a first come first serve basis at an additional cost (option 2 below).

Company Name: \_\_\_\_\_

Show Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Billing Contact Name (If different from above): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**BOOTH/EXHIBIT SPACE:** Booth fee includes **8 x 8 booth space** with 3FT divide, an ID sign, standard pipe & drape, 1 or 2 dressed 6’ tables, 2 chairs, and wastebasket. Yes, tasting is allowed at your booth Options 1 & 2! Select your choice from the options below:

*Option 1:* Prime Booth (3 ft high back) @ \$895 ea \_\_\_\_\_ # of booths. Circle choice - 1 or 2 tables in your booth space(s).

*Option 2:* High back Booth (perimeter booth - 8 ft high backing) @ \$995 ea \_\_\_\_\_ # of booths (LIMITED AVAILABILITY)

*\*PAID 2019-2020 MASSPACK ASSOCIATE MEMBERS CHECK HERE TO RECEIVE \$50 OFF PER BOOTH (\$25 off tables) \_\_\_\_\_*

*Option 3:* Tasting Table, located in the foyer outside Ballroom - consists of 1 draped 6 ft table in the Tasting Area, max of 5 products to be tasted, all displays and material must fit on your table (NO exceptions) @ \$495 ea \_\_\_\_\_ # of tables

*Option 4:* A limited number of tables may be available in the foyer at the Option 3 price on a first come, first serve basis for **NEW VENDORS ONLY** (non-tasting companies) 1<sup>st</sup> floor display table call MassPack for info and pricing.

Additional needs: **STANDARD** Electrical plugs (please indicate # of each) \_\_\_\_\_ @ \$100 each. Special electrical billed separately.

**SPONSORSHIP:** *Our Association’s Best Supporters* will receive our appreciation and recognition throughout the year. Sponsorships include full recognition in program book & online, best booth locations, acknowledgement before, during and after the event:  **Platinum \$11,000+ (LIMITED)**  **Gold \$8,000**  **Silver \$5,000**  **Bronze \$3,500**  
 *Friend of the Retailer* – Please consider making a one-time additional donation to our Strategic Fund for 2020. \$ \_\_\_\_\_

**BEER, WINE & SPIRITS INDUSTRY EXPERIENCE - PROGRAM BOOK ADVERTISEMENT:**

Full Page \_\_\_\_\_ @\$595 (FULL COLOR on inside front cover\*, inside front page, back cover\* or inside back cover) \*1st come, 1st serve

Full Page \_\_\_\_\_ @\$525 OR Half Page \_\_\_\_\_ @\$350 (Black & White anywhere inside Program Book)

**Payment Method:**  Check Enclosed (Payable to: “MA Package Stores Association”, 30 Lyman St. Ste 2, Westborough, MA 01581)

Charge Card (check one): \_\_\_ MasterCard/Visa \_\_\_ Discover / \_\_\_ American Express for \$ \_\_\_\_\_ or Total Amount of charges.

Please mail in this form or call the MassPack office at 508-366-1100 to securely submit your credit card information.

Credit Card # \_\_\_\_\_ Exp Date \_\_\_\_\_

Billing Address (if different from above) \_\_\_\_\_

Name on Card \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**\* PLEASE READ AND SIGN THE TERMS AND CONDITIONS PAGE \***

**TERMS & CONDITIONS** – These official rules and regulations, together with the booth contract(s), constitute the entire agreement and no verbal understanding will be recognized by MassPack. The Exhibitor contracted for the MassPack event on Wednesday, May 6, 2020 agrees to the following:

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**General Terms:**

- The Massachusetts Package Stores Association (MassPack) assumes no responsibility whatsoever for any property placed in the exhibition hall and on surrounding property. Exhibitor, unless otherwise prohibited by law, hereby releases said corporation, its agents, servants and employees, and discharge, them from any and all liability for any loss, injury or damages to person or property that may be sustained while at or as a result of the grand tasting event.
- Exhibitor shall not, without prior written consent of MassPack, assign or sublet such space, or any part thereof, or remove its display before official closing of said show. Exhibits must be ready half hour before opening of the show.
- The conditions, rules, and regulations hereof are made a part hereof and the Exhibitor agrees to be bound by each and every one of them, and MassPack shall have power in the matter of interpretation, amendment and enforcement of all said conditions, rules, and regulations. Any departure from the provisions hereof must be by prior written consent from MassPack.

**Payment and Cancellation Policy:**

- Full payment, or a minimum \$200 deposit, is required for each booth/tasting table contracted. A reservation is NOT confirmed until the deposit is received. Payment in full must be made prior to **April 29, 2020**. Make payment to: **Massachusetts Package Stores Association, 30 Lyman St., Suite 2, Westborough, MA 01581**. Phone: 508-366-1100 · Fax: 508-366-1104
- There will be an additional charge of \$100 to contracted registrations which occur after April 15, 2020, provided there is availability.
- If payment in full is not received by the show date, MassPack reserves the right to charge your credit card.
- Cancellations must be made prior to April 6, 2020 in order to receive a refund.

**Show Hours, Set-up and Breakdown:**

- **All booths this year will be 8 x 8 with 3 ft high backing. Only those contracting in advance for a perimeter booth will have an 8 ft high backing.** Changes to this layout will NOT be made on the day of the event. MassPack asks that exhibitors keep their displays within the confines of the 8 x 8 booth. You may be asked to remove or move material that may be obstructing the aisle or view of another booth.
- Exhibitor & Booth Set-up: Tuesday, 5/5: 11:00am – 5:00pm and Wednesday, 5/6: 9:00am – 1:00pm
- Exhibitor Show Hours on Wednesday, 5/6: 2:00pm – 6:00pm. Please be ready for business by 1:30pm on Wed., 5/6.
- Breakdown of your booth or exhibit may **NOT** occur prior to the end of the show at 6:00pm on May 6, 2020. All materials, including trash should be removed from the exhibit hall by 11:00pm on Wednesday. We are not responsible for material left behind.

**\*\*PLEASE READ THE BELOW INFORMATION CAREFULLY\*\***

**Delivery/Set-Up of Product & Displays:** Due to the fact that the Ballroom at Lombardo's is on the second floor of the venue and there is only a small freight elevator that **DOES NOT fit pallets**, you should plan accordingly. Large amounts of cases/product for "Display Purposes" is discouraged. Exhibitors should plan accordingly to what they plan to sample. The same is true for large display items. There are 2 small elevators or a large staircase to bring items to the second floor. Please plan the exhibitor's display appropriately.

**Ice & Sampling:** Ice will be supplied by Taggart Ice during the show. However, exhibitor must supply their own containers, coolers for the ice, and cups for sampling (4 oz. cups or smaller). **Exhibitor may only pour ¼ oz for spirits, 1 oz. for wine and 2 oz. for beer sampling. NO EXCEPTIONS.**

**Electricity:** **Electricity must be contracted through MassPack via this Exhibitor Contract.** Exhibitor may contact the MassPack office regarding their electrical needs. Arrangements are time-sensitive, and **MUST** be made prior to April 15th.

**Security:** A police detail will be on duty the day of the event. The event facility will be secured and alarmed in the evening of 5/1 after set-up hours. Booths should be manned at all times during the Show hours. The exhibitor will be responsible for security at their booths if they feel it is necessary.

**Reminder to Exhibitors:** There will be **NO CORKAGE** on trade show samples **AND** MassPack cannot allow attendees to leave the show with alcohol that does not fit inside their show bag.

**Promotional Material:** Prime Booth Exhibitors must confine all advertising/promotional material and samples to their booth space. Nothing of any kind may be affixed to walls, windows, polls or the ceiling unless approved by MassPack show staff.

**Character of Exhibits:** MassPack may license space for any exhibit of interest to the industry or of educational value. All exhibits must be designed, constructed and operated in good taste and in accordance with the best interest of the show, which MassPack in its sole discretion shall have the right to decide. All sales, publicity and promotion activities conducted by the Exhibitor must be confined to their space. Carnival tactics and the use of public address systems shall be forbidden. Distribution by Exhibitor of any printed matter, souvenirs, or other articles shall be restricted to the space occupied by his/her exhibit. MassPack will prohibit the installation and operation of any exhibits not meeting its approval, and in its sole discretion may prohibit the conduct of any activity whatsoever which it deems deleterious and not to the best interest of the grand tasting event.

**Models/Booth Personnel:** Personnel should be tastefully attired and must confine their business activity to their own booths.

**Indemnity:** MassPack assumes no risk, and by the signing of this agreement, the Exhibitor, except as otherwise prohibited by law, expressly releases MassPack, their agents, servants, officers, board of directors and employees, of and from any and all liability for damage, injury or loss to any person or goods which may arise from the participation in the exhibition or occupancy of Exhibitors space or entry into the exhibition, and agrees to hold and save the MassPack, their agents, servants, officers, board of directors and employees harmless of any loss or damage by reason thereof. Exhibitor further agrees to indemnify and hold harmless MassPack, their agents, servants, officers, board of directors and employees against any claims and charges including those caused by Exhibitors acts and omissions, and to defend, at Exhibitors expense any and all such claims and charges.

**YES, MASSPACK HAS SECURED A PERMIT FROM THE ABCC FOR THIS EVENT ALLOWING YOU TO SAMPLE PRODUCTS AND OFFER SHOW DAY SPECIALS!**

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Exhibitor should direct questions regarding the contract or the above Terms & Conditions to contact Robyn Seymour at the MassPack office, at 508-366-1100, or email at rseymour@masspack.org. Otherwise, please keep a copy for record keeping and indicate your agreement to the terms and conditions by signing below. **This signed page must accompany exhibitor's Booth Contract(s).**

**I have read and agree to the above terms & conditions of the show especially "Delivery/Set-up of Product & Displays":**

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_