



February 10th - 12th, 2023

Eldon Evans Expo Center on the
College of Southern Idaho Campus
on North College Road Twin Falls, Idaho

Business Name: _____ Date: _____

Business Phone: _____ Business Contact: _____

Billing Address: _____ City: _____ State: _____ Zip: _____

For Booth Set-up, Contact Name: _____ *Cell Phone #* _____

Email for set-up information: _____

List all products you will be selling by brand and description. Anything not listed cannot be sold or displayed during show.

Product(s) Descriptions: _____

All locations are first right of refusal to current vendor. Please note that a change in booth size may change your location.

Please remit this contract with your non-refundable deposit of 1/2 the cost of your booth space no later than July 15th, 2022.

Remaining non-refundable balance must be paid in full by November 15th, 2022 to ensure your position in the show.

No space will be held without your monetary commitment.

Show Times:

Friday, February 10th.....10am to 7pm Saturday, February 11th..... 10am to 7pm Sunday, February 12th.....10am - 3pm



Booth Space at the Event Center

- ▶ 10x10 Inline - \$650
- ▶ 10x10 Corner - \$725
- ▶ 10x20 Inline - \$1275
- ▶ 10x20 Corner - \$1350
- ▶ 10x20 End Cap - \$1425
- ▶ 10x30 Inline - \$2100
- ▶ 20x20 End Cap - \$2350
- ▶ 20x20 Stand Alone - \$3200
- ▶ Larger - Ask for availability and pricing

Set up information will be sent out in January 2023.

Wednesday, February 8th 10am to 10pm
Thursday, February 9th 10am to 10pm
MOVE OUT (NO EARLY TEAR DOWN)
Sunday, February 12th 10a - 3pm

Early set up or late teardown has to be Approved by event management.

Business Name: _____

2023 Event Opportunities

Booth Info:

- ▶ Requested Booth Number _____ Booth Size _____
- ▶ # of Booths _____ \$ _____

Power Fee:

- ▶ \$35 no 220 amp available \$ _____
- ▶ List what will be using power, if it's not listed it can't be plugged in:

Vendor Passes

Each Booth will be provided 3 Lanyards, if you need more than that they will need to be purchased. See prices below:

- ▶ Lanyards ____X \$9.00 \$ _____
- ▶ Day Passes ____X \$3.00 \$ _____

Total 2023 Investment \$ _____

Vendor Representative: _____ Date: _____

TSM Representative: _____ Date: _____

Please make all checks and/or money orders payable to : **Townsquare Media**

2023 The Southern Idaho Home & Garden Show TERMS AND CONDITIONS

All vendors must provide a certificate of insurance of \$1,000,000 naming Townsquare Media as an additional insured.

Your contracted space is solely for the use of the exhibitor whose name appears on this contract. It is agreed that the exhibitor will not sublet or assign any portion of the contracted space without prior written consent of Townsquare Media. This includes any signs, brochures or printed materials of any type. If written approval is not received prior to set-up time, additional cost of \$650 will be charged to vendor or any client in breach of this contract will be immediately expelled from the event.

Your booth must be occupied all three days and all hours of the show.

- No Dogs allowed on CSI premises unless they are a certified service dog
- No smoking, vaping or drinking of alcoholic beverages on CSI property
- No Helium balloons
- No open flames
- No signs of any type can be attached to the walls or fixtures in any fashion. Hangers will be provided during set-up
- ONLY Coca Cola products can be sold and/or given away on the College of Southern Idaho property.
- For safety purposes, no children under 16 are allowed during set-up and tear down of this event

All vendors are responsible for the removal of their excessive trash, i.e. empty boxes, food products, carpet remnants, etc.

Special Note:

This event is held at the College of Southern Idaho Expo Center which is an indoor rodeo arena with a dirt floor that is not perfectly flat.

We suggest the use of flooring or outdoor carpeting inside your booth.

- You will need to provide your own flooring to cover the soil
- If you would prefer to have bark in your booth, please contact KIMBERLY NURSERIES (208) 733-2717 prior to Thursday Noon, you are responsible for spreading it in your booth
- Please take care to cover electronics or other dust sensitive items at night to help prevent damage from dust.
- You will need to provide your own tables and chairs, if you would like to rent a skirted table & chairs please call Venue Event Services 208-830-4803

- You will be notified via email of your set-up time and date closer to the event. Primary set-up days will be Wednesday and Thursday prior to the show.
 - If the designated time is not convenient, please reach out to your TSM representative and they will make note.

- Tear down of all vendors will begin NO EARLIER THAN 3PM SUNDAY, with hand carry out only from 3p-4p.
- The load out doors will NOT be open for vehicles until 4pm to give vendors time to carry out their products prior to vehicles entering the building. Everything must be out of the facility no later than Midnight Sunday unless other arrangements are agreed upon prior to the show. Any vendor not exited by the listed times will be assessed any charges incurred by Townsquare Media.

Please note that submission of this contract grants Townsquare Media full rights to use any photography, audio or visual imagery of your booth, company or staff in ongoing and future show promotions.

This event will be held rain or shine. In the event of a cancellation out of our control due to inclement weather or act of God, no refunds will be given.

We will provide multiple hand sanitizing stations located throughout the venue. Any disrespect shown to others will not be tolerated and you and/or your business representative will be asked to leave immediately.

I have read and understand all terms and conditions for the event:
