

# Mid-States Propane Expo & Trade Show

June 10-13, 2019

Embassy Suites by Hilton Hotels

10401 S. Ridgeview Road

Olathe, KS 66061

## Exhibit Space Contract & Supplier Hospitality Reception Info

The Propane Marketers Association of Kansas & Missouri Propane Gas Association will not assume liability for loss or damage to personal property. We understand and agree with all terms and conditions of the "Exhibit Space Contract Condition".

### **\*\*YOUR ALL INCLUSIVE BOOTH PACKAGE COST INCLUDES\*\***

- TABLE TOP BOOTH SPACE (Total space – approximately 8' wide)
- SUPPLIER PARTY SPONSOR OF \$200\*\*
- Two (2) Expo Registration Passes

|  |             |
|--|-------------|
| 8' Booth Space   | \$ 1,095.00 |
| Each Additional Booth Space                            | \$ 595.00   |
| Truck & Trailer Space: Booth inside & Space Outside    | \$ 1,095.00 |
| Reserved Spaces Available: Reservation Fee (per table) | \$ 100.00   |

**NOTE:** Inside space for trucks and trailers not available.

Truck space includes a booth inside and space outside to display trucks or trailers.

**NOTE:** Inside Booths 1 thru 12 are reserved for trucks & trailers displayed outside.

**Non-member booth does *not* include registration for two (2) Expo passes. To take advantage of the full convention, please contact participating state associations for membership information.**

**UNLESS THE RESERVATION FEE OF \$100 IS PAID, TABLE-TOP BOOTH ASSIGNMENTS will be made by the show coordinator and done on a first come basis.** Every effort will be made to ensure competitors are not placed side by side in exhibit hall.

**\*\* SUPPLIER RECEPTION SPONSOR COST:** For Suppliers who choose to participate in the convention Suppliers Reception, Wednesday evening, prior to the evening entertainment. All Sponsors will be listed on a sign at the entrance of the Suppliers Reception. Help support this reception for the marketers in attendance!

**NOTE:** The cost of electricity is NOT INCLUDED with your Table Top Booth Rental Fee. **Exhibitor packets will be sent to all Expo exhibitors** for available options at the Exhibit Hall where event is scheduled.

Signed \_\_\_\_\_

Company \_\_\_\_\_ Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**Please make check payable to:**

**PROPANE MARKETERS ASSOCIATION OF KANSAS**

**540 NW Broad, Topeka, Kansas 66608 Phone 785-354-1749 FAX 785-354-1740**

**or Contact PMAK with your Credit Card information – Visa, MC, Discover & American Express accepted.**

# TABLE-TOP EXHIBIT SPACE CONTRACT CONDITIONS MID-STATES PROPANE EXPO & TABLE-TOP TRADE SHOW

June 10-13, 2019

Embassy Suites by Hilton Hotels

10401 S. Ridgeview Road

Olathe, KS 66061

Hotel Phone Number: 913-353-9280

The host hotel is [Embassy Suites by Hilton Olathe Conference Center](#), 10401 S. Ridgeview Road, Olathe, KS 66061. Room rates are \$169 per night for single or double; price will vary for more than 3 per room. Reservations can be made on-line at [2019 Mid-States Propane Expo](#) or by calling 913-353-9280. You must state you are with "Mid-States Propane Expo". Room reservations must be completed by May 11, 2019 to receive the Expo group rate. Parking is free.

## OUR SINCERE THANKS AND APPRECIATION!

This packet includes information for exhibiting at the Mid-States Propane Expo and Table-Top Trade Show. Thank you for exhibiting at the show and helping sponsor the Suppliers Hospitality Reception for attendees.

## APPROXIMATE SET-UP EXHIBIT and DISMANTLING HOURS

|                   |   |   |
|-------------------|---|---|
| Show Set-Up:      | Tuesday, June 11                        | 8:00 AM –4:30 PM                                    |
| Trade Show Hours: | Wednesday, June 12                      | 1:00 PM – 4:30 PM                                   |
| Teardown:         | Wednesday, June 12<br>Thursday, June 13 | Following Close of Trade Show<br>7:00 AM – 10:00 AM |

## BOOTH SPACE WILL INCLUDE:

One Skirted 8' Table; Two Chairs; One Wastebasket  
Exhibitors are responsible for their own signage.  
Electrical service is available at all locations but must be ordered by using form in Exhibitor Packet.

## CONFLICTING MEETINGS & SOCIAL ACTIVITIES

In the interest of the success of the entire conference and trade show, each exhibitor agrees not to extend invitations, call meetings, or otherwise encourage absence of attendees from the conference or exhibit area during the official hours of the conference or trade show.

## EXHIBIT SPACE PAYMENT

\$100 payment for space submitted with the Exhibit Space Contract will secure your booth location **on a first come basis**. Make check to **Propane Marketers Association of Kansas**, 540 NW Broad, Topeka, KS, 66608 or call PMAK with your Credit Card (Visa, MC, Discover & American Express) information or fax 785-354-1740.

Booth Space costs **not including the sponsorship fee for the Suppliers Reception** are:

|                       |           |
|-----------------------|-----------|
| 8' Booth Space        | \$ 895.00 |
| Each Additional Booth | \$ 395.00 |
| Truck & Trailer Space | \$ 895.00 |

**NON-EXHIBITING VENDOR POLICY – To protect the integrity of the show and ensure exhibit space value, the policy of Mid-States Propane Expo is as follows: Any non-exhibiting vendor who wishes to attend/participate in any activities related to the 2019 Mid-States Propane Expo shall be charged an amount equal to the fee for one booth. Non-exhibiting vendors who do not pay the fee will not be allowed to participate.**

#### **DISPLAY PRODUCTS**

Products, equipment and services used in the propane industry will be accepted for display and/or presentation. Propane in cylinders with gas introduced or ever introduced in the container, are not permitted inside the hotel.

#### **LIABILITY AND INSURANCE**

Exhibitor assumes responsibility and agrees to indemnify, defend and hold harmless Embassy Suites by Hilton Hotel and the Hotel's Owner, and their respective owners, managers, subsidiaries, affiliates, employees and agents (collectively, "Hotel Parties"), and Group from and against any claims or expenses arising out of the use of the exhibition premises.

Exhibitor agrees to obtain and maintain during the use of the exhibition premises, Comprehensive General Liability Insurance, including contractual liability covering the Exhibitor's indemnity in this Responsibility Clause. Such insurance shall be in the amount of not less than \$1,000,000 combined single limit for personal injury and property damage. The Embassy Suites by Hilton Hotels, the Hotel's Owner, and each of such entities' owners, subsidiaries and affiliates (collectively, "Hotel Parties") and Group shall be named as additional insureds on such policy, and Exhibitor shall supply the Hotel with Certificates of Insurance at least 30 days prior to the use of the exhibition premises.

The Exhibitor understands that neither the Group nor the Hotel Parties maintain insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance.

#### **BOOTH SIGNS**

Exhibitors are responsible for their own signage.

#### **ADMISSION POLICIES**

The Missouri Propane Gas Association and Propane Marketers Association of Kansas will have the sole control over ALL admission policies at ALL times. All associations involved represent the Mid-States Propane Expo.

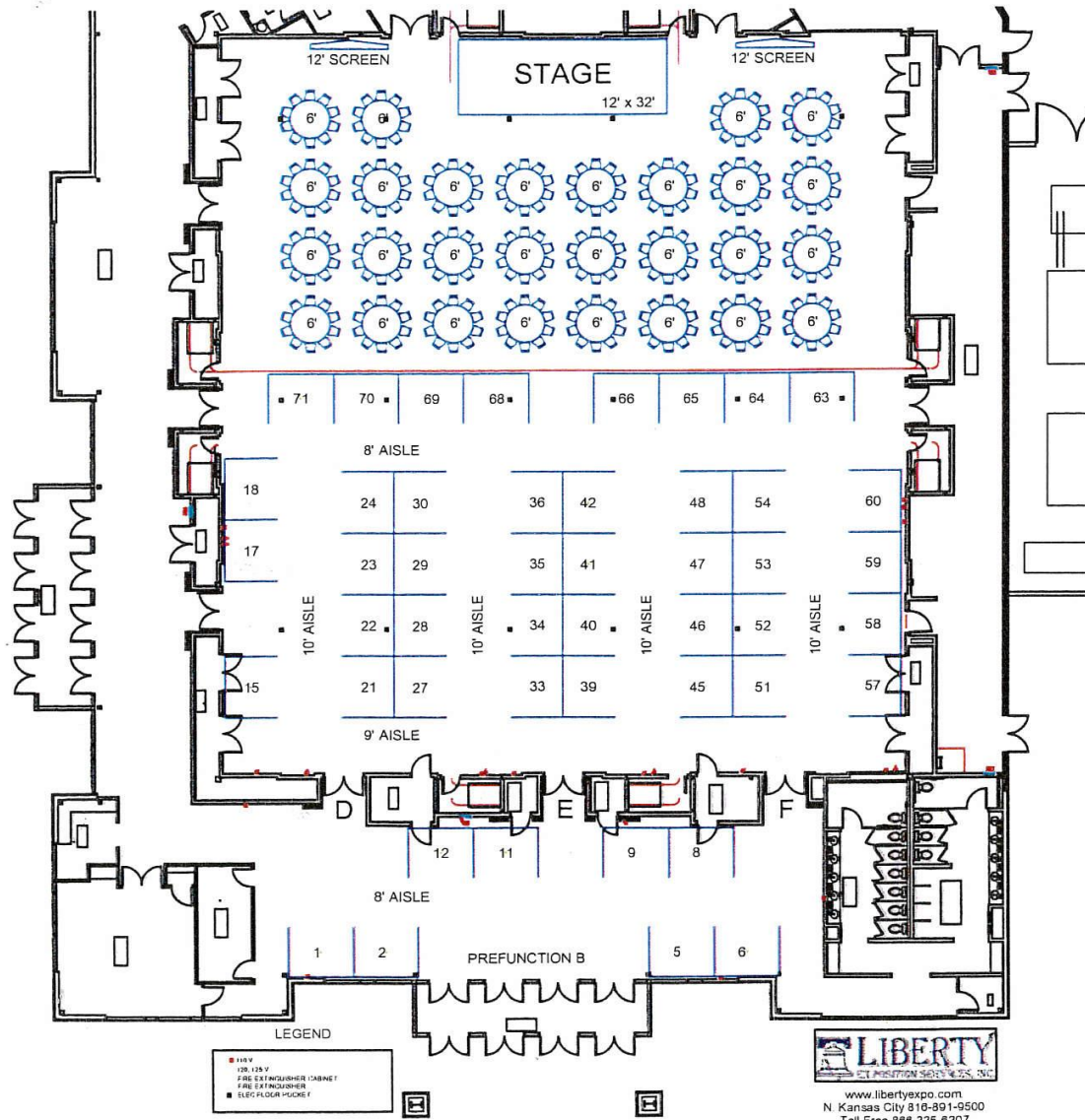
#### **CANCELLATIONS AND DEFAULTS**

Cancellations received in writing before May 20<sup>th</sup>, 2019 will receive a complete refund, less a \$50 handling charge. Those received after June 1<sup>st</sup> will not be eligible for a refund. Exhibitors failing to occupy contracted space are NOT relieved of the obligations of paying the full rental fee for the space.

#### **OTHER EXPO ACTIVITIES TO CONSIDER**

Texas Hold 'Em Tournament, Golf Tournament, Sporting Clays, Bowling & Royals Game at the "K"

All pricing and activity registrations will be provided at a later date.



**MID STATES PROPANE**

EMBASSY SUITES OLATHE, HALLS D, E & F / PREFUNCTION  
 2019  
 BOOTHS ARE 8' x 10' = Qty. of 50

AISLE WIDTHS ARE NOTED  
 REVISED 2-25-19 REV 3  
 # 12970