

Working in the Heart of the Bakken

First MHA Energy Symposium

EXHIBITOR CONTRACT

July 25 & 26, 2017

Please type or print clearly

Business Name _____

Contact Name _____

Address _____

Phone _____

E-Mail Address _____

Please indicate number of booths you will need and all of your equipment needs.

Payment must accompany this contract by **July 21, 2017**. Please make checks payable to MHA Energy Symposium. **All payments are non-refundable.**

Pre-payment is required to reserve booth

- 10x10 Exhibitor Booth (one 8ft table, 2 chairs, two complimentary convention tickets) \$500.00 each
- Additional Badge \$50.00 _____

TOTAL: _____

Names for 2 free vendor attendees:

1. _____

2. _____

Mandaree High School shall be held harmless from and against any and all liabilities, suits, claims, damages, injuries and actions, costs, and expenses of any kind or nature of anyone whatsoever relating to premises due to, or arising out of any act, negligence, or neglect of the Exhibitor, any of its employees, members, guests, agents or invitees. The Exhibitor is responsible to set up, maintain and tear down of the display so as no threat or nuisance is made to the public. All rules and regulations in this form are part of this contract, as though fully set out herein.

Exhibitor Signature _____

Date _____

Event Coordinator Signature _____

Date _____

Complete and Return with payment by **July 21, 2017**.

Mail to: MHA Energy Division **Attn:** Jaymie Packineau

404 Frontage Road, New Town, ND 58763

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Thank you for participating! We are looking forward to meeting you.

In order to assure a well-organized event, we need you to review the electrical requirements, # of exhibitor passes, # of chairs, tables, etc... prior to the event.

If anything is missing or not correct on your contract please notify Stephanie to make changes prior to Friday, July 21, 2017. There will be no time the day of the event to make changes.

1. Setup time in the Mandaree High School is as follows: Please check in upon arrival for vendor and exhibitor passes Monday, July 24, 2017. Setup is from **noon to 5PM,** Monday and the event center will be open to vendors Tuesday, July 25 at 8:00 AM. Teardown is at the conclusion of the show Wednesday. **Everything must be out of the Mandaree High School Gym that evening. No exceptions.**
2. Mandaree High School does not have or provide table skirting. If you would like skirting on your 8 foot table, you will need to provide it.
3. You must bring your own extension cords and/or power strip (power strip, if you need more than 1 outlet)
4. Mandaree High School or MHA Nation is not responsible for any lost exhibitor passes. Mandaree High School or MHA Nation is not responsible for any items lost or stolen. The High School Gymnasium will be locked after the conclusion of show Tuesday night till Wednesday at 7 AM but if you have merchandise you feel is to valuable please make your own arrangements to move it to a secure area.
5. Neither entity is responsible for any material, merchandise, and signage or otherwise, if left at the event center. Exhibitors are responsible for taking all of their extension cords, signage, merchandise or any other memorabilia after the event.

Again, thank you for being involved in the first MHA Energy Symposium.

Please call with any questions or concerns: Stephanie Baker (701) 421-2303 & Lorne Walking Hawk (701) 421-9168 & Jaymie Packineau (701) 421-0545.