



MINNEAPOLIS GIFT & ART EXPO

NOV. 1-3, 2019 MINNEAPOLIS CONVENTION CENTER - HALL D MAIN LEVEL

WHAT IS THE MINNEAPOLIS GIFT & ART EXPO?

The Minneapolis Gift & Art Expo welcomes inspired and innovative professionals specializing in gifts, art and design. We seek outstanding examples of products in every category, including: apparel, home wares, decor, art, sculpture, jewelry, accessories, holiday specialties, gourmet foods and wine, and spa and beauty products.

ACCEPTED PRODUCT CATEGORIES:

Artists & Makers

- The Gift & Art Expo features handcrafted goods and artwork. All applicants in this category must be the maker of their products. Any applicants that resell another artist's crafts do not fit into this category.

Single Product Line

- We will be accepting companies that manufacture/design a single product or line of products. These products are neither handmade nor bought and resold.

Boutiques & Resale

- We are looking for high-end, unique retailers that curate products for resale, including antique collectors.

National Retail Products

- We will be accepting independent consultants for national and direct sale companies that sell premade and commercial items.

Exhibit Space Rates

Ask your show manager about pricing and availability
Call **952-881-5030** or email
info@homeshowcenter.com

Exhibit Space Includes*

3' High x 10' Wide drapery side walls

8' High x 10' Wide drapery back wall

***Electricity is NOT included with booth.**

Advanced rate order deadline is 10/18/19

***Please include holiday/festive items or decor.**

Show Hours

Friday **12pm - 7pm**

Saturday **10am - 6pm**

Sunday **10am - 4pm**

Move-Out

Sunday **4pm - 9pm**

Monday **8am - 11am**

Move-In

Wednesday **1pm - 6pm**

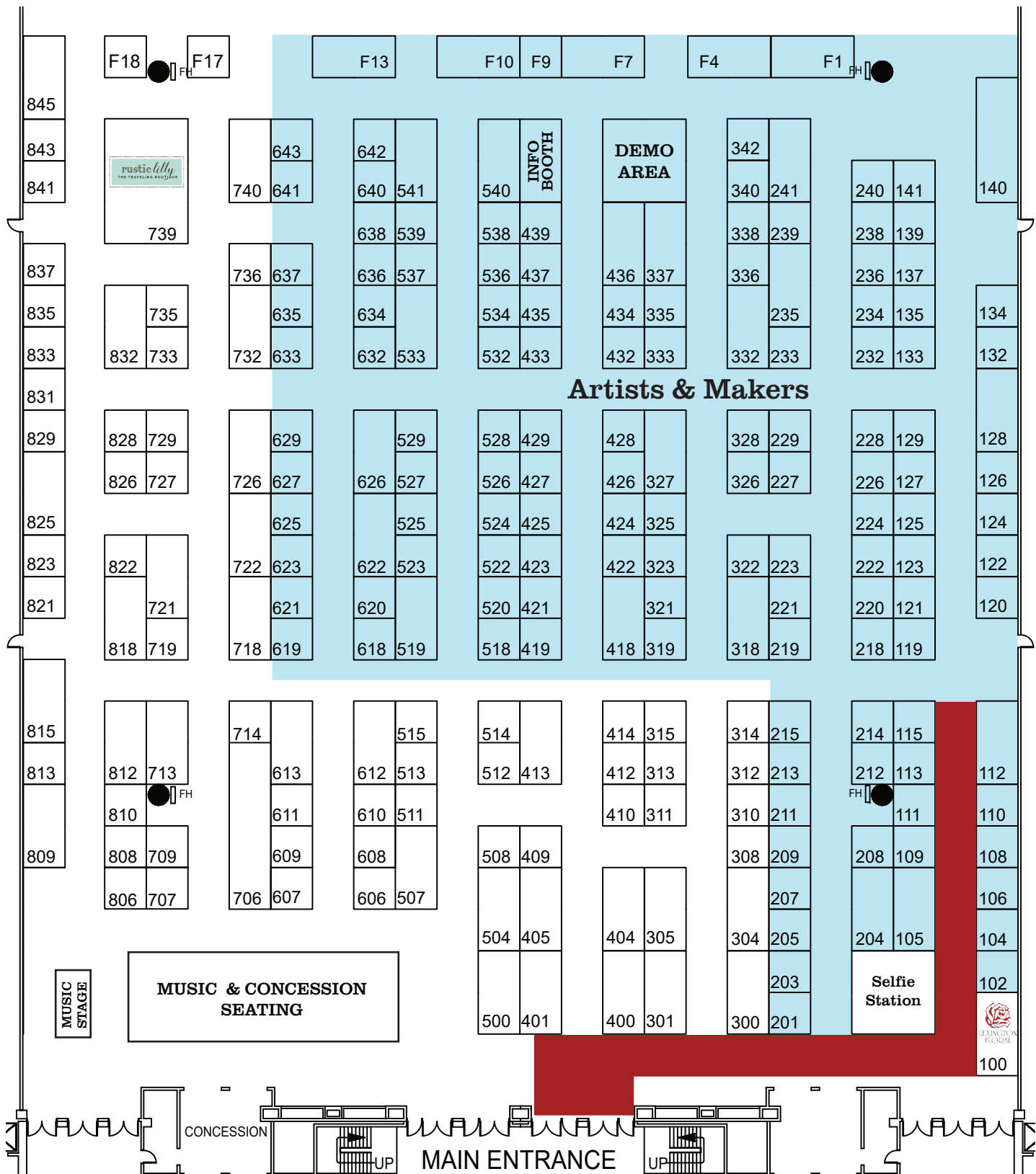
Thursday **10am - 6pm**

For More Information, Call **952-881-5030** or Visit www.GiftAndArtExpo.com



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L&L SHOW CONTRACT AND SPACE APPLICATION

Mail application and deposit to address below.
To ensure placement in the show call: 800-374-6463.
Fax: 952-881-4272 | www.GiftAndArtExpo.com

SHOW Minneapolis Gift & Art Expo Minneapolis Convention Center - Hall D Main Level	DATE Nov. 1-3, 2019	BOOTH(S) REQUESTED _____
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EXHIBITOR

Name _____
 Address _____
 City _____ State _____ Zip _____
 Phone _____ Fax _____
 Email Address _____
 Website _____

Which of the following categories best describes your product/business?

MAKERS

Art _____ Decor _____ Apparel _____
 Food _____ Beauty _____ Garden _____
 Gifts _____ Jewelry _____ Other (List Below) _____

PRODUCT LINE

Apparel _____
 Decor _____
 Other (List Below) _____

BOUTIQUES

Apparel _____
 Decor _____
 Other (List Below) _____

NATIONAL RETAIL

Food _____
 Gifts _____
 Other (List Below) _____

Products or services to be exhibited (please describe):

How do you market your product/business? (i.e., facebook, website, exhibits, art festivals, etc.)

We are interested in using photos directly from Exhibitors' websites for promotional purposes.

Do you allow L&L Exhibition Management, Inc. to potentially use one of your photos? Yes _____ No _____

**PLEASE INCLUDE DEPOSIT
AND MAIL APPLICATION TO:**

L&L Exhibition Management
7809 Southtown Center #200
Bloomington, MN 55431

**YES - I WOULD LIKE TO RECEIVE
INFORMATION REGARDING:**

- Program Advertising
- Speaking Opportunities
- Sponsorship

LOCATION ASSIGNMENT: Floor plan is subject to any modification if L&L Exhibition Management deems it necessary for the overall good of the Show or if the floor plan has minor variations.

DEPOSIT AND PAYMENT TERMS: Minimum non-refundable deposit of FIFTY PERCENT of the exhibit space rental fee to be submitted with this application within 7 business days of reservation. The remaining balance is due thirty days prior to the show.

THE INDIVIDUAL SIGNING THIS CONTRACT WARRANTS THAT HE OR SHE HAS BEEN DULY AUTHORIZED TO EXECUTE THIS BINDING CONTRACT ON BEHALF OF THE ABOVE NAMED EXHIBITOR. THIS CONTRACT AND SHOW RULES AND REGULATIONS WILL CONSTITUTE ENTIRE AGREEMENT BETWEEN L&L EXHIBITION MANAGEMENT AND EXHIBITOR.

EXHIBITOR (Company Name):

Authorized Signature

DATE:

Print Name and Title



SHOW RULES AND REGULATIONS

Phone: 800-374-6463
Fax: 952-881-4272
www.GiftAndArtExpo.com

EXHIBIT SERVICE INFORMATION

Exhibitor agrees to be bound by the rules and regulations as may be established by the show decorator and to abide by all applicable rules as set forth in the contracts of labor unions whose jurisdictions apply to this exhibition in this facility.

REMOVAL TIME

Dismantling may not begin until show closing on Sunday of the show and all exhibits must be removed by the specified time on your floor plan. Exhibit materials not removed by this time will be removed by the decorator and put in storage at Exhibitor's expense. Hours of installation and dismantling are subject to change by L&L Exhibition Management.

EXHIBIT HOURS

L&L Exhibition Management reserves the right to change exhibit hours and/or change the number of days or dates of the Exhibition as it may deem desirable. L&L Exhibition must hold any rescheduled event within 13 months of originally contracted event or refund all monies.

USE OF EXHIBIT

All demonstrations or other promotional activities must be confined to the limits of the exhibit space. Sufficient space must be provided within the exhibit space for the comfort and safety of persons watching demonstrations and other promotional activities. Each Exhibitor is responsible for keeping the aisles near its space free of congestion, caused by demonstrations or other promotions. Exhibitor shall not assign, sublet, or share the space allotted without the knowledge and written consent of L&L Exhibition Management. No firm or organization not contracted directly with L&L Exhibition Management will be permitted to solicit business within the exhibit area.

L&L Exhibition Management reserves the right to restrict exhibits which, because of noise, method of operation, materials or any other reason become objectionable, and also to prohibit or remove any exhibit which, in the opinion of L&L Exhibition Management, may detract from the general character of the Show. This reservation includes persons, things, conduct, printed matter, or anything of a character which L&L Exhibition Management determines is objectionable. In the event of such restriction or removal, L&L Exhibition Management shall not be liable for any refunds or other exhibit expenses.

TAXES AND LICENSES

Exhibitor shall be responsible for obtaining any licenses, permits or approvals, required under local or state law applicable to their activity at the Show. Exhibitor shall be responsible for obtaining any tax identification numbers and paying all taxes, license fees or other charges that shall become due to any governmental authority in connection with their activity at the Show.

EXHIBIT SAFETY

For all exhibits over 8 feet high, the Exhibitor hereby represents and warrants to L&L Exhibition Management that exhibitor has taken all steps reasonably necessary to ensure the sound engineering and structural integrity of its exhibit design and the proper construction and safety of the exhibit itself, as erected, including obtaining the certificate of a registered structural engineer if reasonably available. Exhibitor accepts responsibility for any personal or property damage that may result directly or indirectly from the collapse of its exhibit or any portion thereof or the existence of any other unsafe condition at the exhibit. Exhibitor hereby agrees to indemnify and hold harmless L&L Exhibition Management, the owner and management of the exhibition facility, and others lawfully on the exhibit floor, from and against any claim, loss liability or damage as a result of Exhibitor's construction or maintenance of an unsafe exhibit, and Exhibitor further represents and warrants that it has obtained adequate insurance to cover its potential liability hereunder. Exhibitor shall furnish L&L Exhibition Management with the engineering and/or insurance certificates referred to herein upon request prior to or during the Show.

LIABILITY

Neither L&L Exhibition Management, nor its agents or representatives, will be responsible for any injury, loss or damage that may occur to the Exhibitor or to the Exhibitor's employees or property from any cause whatsoever. Under no circumstance will L&L Exhibition Management be responsible for lost profits or other incidental or consequential damages. Exhibitor shall obtain, at its own expense, adequate insurance against such injury, loss, or damage. L&L Exhibition Management shall not be liable for failure to perform its obligations under this contract as a result of strikes, riots, acts of God, or any other cause beyond its control. Anyone visiting, viewing or otherwise participating in the Exhibitors exhibit is deemed to be the invitee or licensee of the Exhibitor, rather than the invitee or licensee of L&L Exhibition Management. L&L Exhibition Management shall not be liable for any injury whatsoever to property of the Exhibitor or to persons conducting or otherwise participating in the conduct of the exhibit or to invitees or guests of the Exhibitor. Exhibitor agrees to abide by existing agreements and regulations covering the use of services or labor in the conference and exhibit facility. The Exhibitor assumes full responsibility and liability for the actions of its agents, employees, or independent contractors, whether acting within or without the scope of their authority and agree to save harmless L&L Exhibition Management and the exhibit hall from responsibility or liability resulting directly or indirectly, or jointly, from other causes which arise because of the actions or omissions of its agents, employees, or independent contractors, whether acting within or without scope of authority. There is no other agreement or warranty between the Exhibitor and L&L Management except as set forth in this document. The rights of L&L Exhibition Management under this contract shall not be deemed waived except as specifically stated in writing and signed by an authorized officer of L&L Exhibition Management.

SECURITY AND INSURANCE

The exhibitor is solely and fully responsible for its own exhibit material and should insure its exhibit against loss or damage from any cause whatsoever. All Property of an exhibitor is understood to remain in its care, custody and control in transit to or from or within the confines of the Exhibit Hall.

CARE OF BUILDING AND EQUIPMENT

Exhibitors or agents, must not injure or deface the walls or floors of the building, the exhibit spaces, or the equipment of the exhibit spaces. When such damage appears, the exhibitor is liable to the owner of such property so damaged. All materials used in decorations must be flameproofed. Electrical wiring must conform with the National Electric Code Safety rules and all other applicable rules, regulations, fire laws, electrical codes and other laws of the city in which the Show is located, and of any other government authority maintaining jurisdiction over the said exhibition facility, which affect the installation, conduct and disassembly of the exhibit. Combustible materials or explosives are not permitted in the Exhibit Hall. The Exhibitor shall also comply with all reasonable requests of officials of the Exhibit Hall and L&L Exhibition Management with respect to the installation, conduct and disassembly of its exhibit.

Initial: _____ Date: _____

Operator Certificate of Compliance

Read the information on the back before completing this certificate. **Person selling at event:** Complete this certificate and give it to the operator/organizer of the event. **Operator/organizer of event:** Keep this certificate for your records.

Do not send this form to the Department of Revenue.

Print or Type	Name of Business Selling or Exhibiting at Event		Minnesota Tax ID Number	
	Seller's Complete Address		City	State ZIP Code
	Name of Person or Group Organizing Event			
	Name and Location of Event			
	Date(s) of Event			

Merchandise Sold	Describe the type of merchandise you plan to sell.	

Sales Tax Exemption Information	Complete this section if you are not required to have a Minnesota tax ID number.	
	<input type="checkbox"/> I am selling only nontaxable items.	
	<input type="checkbox"/> I am not making any sales at the event.	
	<input type="checkbox"/> I participate in a direct selling plan, selling for _____ (name of company), and the home office or top distributor has a Minnesota tax ID number and remits the sales tax on my behalf. This is	
	<input type="checkbox"/> a nonprofit organization that meets the exemption requirements described below:	
_____ Candy sold for fundraising purposes by a nonprofit organization that provides educational and social activities for young people primarily aged 18 and under (MS 297A.70, subd. 13[a][4]).		
_____ Youth or senior citizen group with fundraising receipts up to \$20,000 per year (\$10,000 or less before January 1, 2015)(MS 297A.70, subd. 13[b][1]).		
_____ A nonprofit organization that meets all the criteria set forth in MS 297A.70, subd. 14.		

Sign Here	<i>I declare that the information on this certificate is true and correct to the best of my knowledge and belief and that I am authorized to sign this form.</i>	
	Signature of Seller	Print Name Here
	Date	Daytime Phone

PENALTY — Operators who do not have Form ST19 or a similar written document from sellers can be fined a penalty of \$100 for each seller that is not in compliance for each day of the selling event.

Information for Sellers and Event Operators

Operators/organizers of craft, antique, coin, stamp or comic book shows; flea markets; convention exhibit areas; or similar events are required by Minnesota law to get written evidence that persons who do business at the show or event have a valid Minnesota tax ID number.

If a seller is not required to have a Minnesota tax ID number, the seller must give the operator a written statement that items offered for sale are not subject to sales tax.

All operators (including operators of community sponsored events and nonprofit organizations) must obtain written evidence from sellers.

Certain individual sellers are not required to register to collect sales tax if they qualify for the isolated and occasional sales exemption. To qualify, all the following conditions must be met:

- The seller participates in only one event per calendar year that lasts no more than three days;
- The seller makes sales of \$500 or less during the calendar year; and
- The seller provides a written statement to that effect, and includes the seller's name, address and telephone number.

This isolated and occasional sales provision applies to individuals only. It does not apply to businesses.

Sales Tax Registration

To register for a Minnesota tax ID number, call 651-282-5225.

A registration application (Form ABR) is also available on our website at www.revenue.state.mn.us.

Information and Assistance

If you have questions or want fact sheets on specific sales tax topics, call 651-296-6181.

Most sales tax forms and fact sheets are also available on our website at www.revenue.state.mn.us.

For information related to sellers and event operators, see Fact Sheet #148, *Selling Event Exhibitors and Operators*.

We'll provide information in other formats upon request to persons with disabilities.