



Exhibitor Contract

**La Leche League of Minnesota and the Dakotas
Area Conference
April 17, 2020
University of Minnesota Continuing Education and Convention Center
St. Paul, MN**

EXHIBIT HOURS

7:30 a.m.–4:30 p.m.

EXHIBIT PRICE OPTIONS

Gold: \$200

Includes:

Table in the exhibit area

1/2 page ad in the program booklet

Free session attendance for exhibitors, including meals for 2 people

Opportunity to sell items

Silver: \$150

(Available for non-profit and social service organizations)

Includes:

Table in the exhibit area

1/4 page ad in the program booklet

Free session attendance for exhibitors, including meals for 2 people

Opportunity to sell items

Bronze: \$75

(Available for artisans, craft sellers, etc.)

Includes:

Table in the exhibit area

Free session attendance for exhibitors, including meals for 1 person

Opportunity to sell items

Send Exhibitor Contract and payment by March 13th, 2020 to: LLL of Minnesota/Dakotas, Felicia Notvedt, 6436 108th Trail N, Brooklyn Park, MN 55445. Questions can be emailed to <fnotvedt@gmail.com>.

Exhibit space will not be reserved until LLL of Minnesota/Dakotas has received full payment.
Make all checks payable to LLL of Minnesota/Dakotas.

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SET UP AND TAKE DOWN

Set-up of exhibits will begin 30 minutes before the day begins, at 7:00 a.m. on Friday and take-down should be completed within 30 minutes of the end of the last session. We prefer exhibits not be taken down before the official closing at 4:30 p.m. Friday. It is the responsibility of each Exhibitor to have his/her own exhibit set up prior to the opening of the Exhibit Area and taken down immediately after its close. Exhibit space not occupied by the close of the set-up period will be forfeited by Exhibitor. LLL may resell, reassign, or use any such forfeited space.

EXHIBIT TABLE

The exhibit table will include one skirted table (6 or 8 feet) and two chairs. Each exhibitor is required to provide a sign displaying the full name or an accepted well-known abbreviation of the organization's name.

CANCELLATION

After 4/3/20, exhibit fees will not be refunded for cancelled exhibits.

MEALS/CONFERENCE ATTENDANCE

Meals are included for exhibitors as explained above.

EXHIBITOR CONTENT

The Exhibitor agrees to exhibit only those items or services normally supplied or manufactured by said exhibitor in the normal course of business and agrees to comply with the conditions and policies set forth in the "Guidelines for Exhibitors" outlined at <http://www.llofmndas.org/exhibit-with-us1.html>. La Leche League reserves the right to make any changes it deems necessary and retains the right to control, remove, prohibit, and/or refuse any exhibitor material(s) and/or item(s) which it considers inappropriate or unacceptable.

The Exhibitor agrees not to assign, sublet, or apportion any part of the allotted exhibit space assigned, inside or outside the Exhibit Area. Undignified methods of attracting attention including, but not limited to, loudspeakers, loud noise/music, flashing lights, etc., are prohibited.

CONTRACTED SERVICES

The Exhibitor agrees to accept the terms and conditions contained in the agreements between the University of Minnesota and La Leche League of Minnesota/Dakotas on matters and questions not covered in this contract. The

Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend, and save La Leche League of Minnesota/Dakotas, LLLI, and the University of Minnesota, their officers and employees, against all claims to person or property, governmental charges or fines, and attorney fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy, or use of the exhibition premises or any part thereof.

La Leche League is not responsible for theft or damage to exhibit or materials. Exhibitors are responsible for security of their own exhibits. Exhibitor assumes the entire cost of insurance. LLL is not liable for any injury or damages resulting from the use of any product or information sold by or provided by any advertisers or exhibitors.



Exhibitor Contract

La Leche League of Minnesota and the Dakotas

Please fill out this form and send along with payment to the address listed above. **DEADLINE: March 13, 2020**

Exhibiting Company/Organization			
Contact Name		Position	
List all personnel working at booth			
Phone		Email	
Address			
City		State	Zip
Products/Services to be exhibited or advertised:			
Our Exhibit category is: (circle one) Gold Silver Bronze			
Exhibit Fees: Gold: \$200 (includes 1/2 page ad) Silver (nonprofit and social service organizations, includes 1/4 page ad): \$150 Bronze (artisan/craft seller): \$75			Amount Included: \$

AGREEMENT: In signing and returning this form, the Exhibitor agrees to comply with the policies, rules, and requirements set forth in this contract and the “Guidelines for Exhibitors.”

Signature	Title	Date
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Do you have a product or service you'd like to **donate** to be used as a door prize at our conference? If so, please note what you would like to donate here and one of our team members will contact you. Your donation is tax deductible.

Thank you so much for your support of La Leche League of Minnesota and the Dakotas. Your involvement helps us continue to support breastfeeding families all over Minnesota, North Dakota, and South Dakota.