



## COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: 8/24/2016 Meeting Date: 9/6/2016

Name: Paula Vann Department: Tourist Development Council

Division Manager's Signature:

*Ben Scott*

### 1. Nature and purpose of agenda item:

Approve Atlanta Camping and RV show contract for booth space at the January 27-29, 2017 RV show. \$725

### 2. Recommended Motion/Action:

There is no recommended motion or action.

### 3. Fiscal impact on current budget.

This item is currently budgeted. The account number to be charged is 107-5250-552.30-48 ADVERTISING

# APPLICATION/CONTRACT FOR BOOTH SPACE

## ATLANTA CAMPING AND RV SHOW

ATLANTA EXPOSITION CENTER SOUTH

January 27-28-29, 2017

Firm Name Florida's Suwannee River Valley Date 8/12/16

Contact Name Michelle Moore

Address PO Box 1847

City/State/Zip Lake City, FL 32056

Phone # (386) 758-1312 Fax # (386) 758-1311 E-mail mmoore@columbiacountyfla.gov

We hereby make application for exhibit space, as indicated, in order of preference and as shown on your floor plan.

**Book your booth now to guarantee your choice of location.**

### Booth Size Options

Width x Depth

10' x 10' \$ 725

10' x 20' \$1300

10' x 30' \$1900

20' x 20' \$1900

Please circle booth size

**Note: Contracts must be received within 14 days after verbal reservation of booth space.**

Booth number preference 1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ (All booth spaces will be assigned by show management.)

### Payment Method (circle one)

Cash Check Money Order Credit Card

☐ American Express ☐ MasterCard ☐ Visa ☐ Discover  
Acct. No. # \_\_\_\_\_

Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

Signature \_\_\_\_\_

Booth Cost \$ 725.00

Electricity Cost (\$50) \$ \_\_\_\_\_

Total for Booth Space \$ \_\_\_\_\_

Less 50% deposit \$ \_\_\_\_\_

(Cash/Check only)

Balance Due \$ 725.00

**Balance must be paid by Jan. 2, 2017.**

**Make check payable to:  
ATLANTA  
CAMPING &  
RV SHOW**

Please provide for our booth at no additional charge, a 2-line, 9" x 44" company sign as follows:

Florida's Suwannee River Valley

Please describe products or services which will be displayed. All merchandise or services sold from booths must be approved by

show management. Only what is described here will be allowed to be displayed. Travel brochures + information on the Suwannee River Valley Area. Popups + Giveaway items.

It is agreed that this contract cannot be cancelled and all rules and regulations on the reverse side of this contract are a part herein. No agreement other than those contained herein shall be binding upon the parties unless in writing, signed by an official of the Atlanta Camping & RV Show. It is agreed exhibits cannot be dismantled before 5:00 p.m., Sunday, Jan. 29, 2017. Acceptance of this contract by the Atlanta Camping & RV Show constitutes a contract.

Authorized Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

(for front and back pages of contract)

Hardman Productions, Inc., d/b/a Atlanta Camping and RV Show, has been authorized to operate, maintain, and to do any and all acts and things necessary, convenient, expedient, ancillary, or in aid of the creation of the Atlanta Camping and RV Show.

Accepted for Hardman Productions, Inc., d/b/a/ Atlanta Camping and RV Show,

By \_\_\_\_\_ Date \_\_\_\_\_

We hereby acknowledge receipt of \$ \_\_\_\_\_ for space. \_\_\_\_\_

Please sign and return original to: Hardman Productions, Inc., P.O. Box 3130, Duluth, GA 30096.

Or fax to (770) 447-3336. A copy will be returned for your files upon assignment of space by show management.

Hardman Productions, Inc., P.O. Box 3130, Duluth, GA 30096

Phone (770) 447-3334 • Fax (770) 447-3336

## TERMS OF CONTRACT – RULES AND REGULATIONS – EXHIBITORS' INFORMATION

### I. TERMS OF CONTRACT

**GENERAL.** Hardman Productions Inc. will act as agent for the Metro Atlanta RVDA and the Atlanta Camping and RV Show. The Metro Atlanta RVDA reserves the right to refuse, limit or cancel the registration of any exhibitor/dealer as it, in its sole discretion, may determine.

**PAYMENTS.** If the exhibitor/dealer fails to make either of said payments at the time set forth on the face of the contract all rights of the exhibitor/dealer hereunder shall cease and terminate, and any payments made by him on account hereof prior to said time shall be retained by The Metro Atlanta RVDA.

**INSURANCE.** Exhibitor/dealer is responsible for obtaining and shall furnish their individual public liability insurance.

**LIABILITY.** Hardman Productions Inc., as agent for The Metro Atlanta RVDA, will not be liable for, any personal injury to consumers, individual dealer employees or agents of the Atlanta Expo Center or any loss or damage to the property of exhibitor/dealer, due to fire, robbery, accidents, or any cause whatsoever that may arise from use and occupancy of leased space or building. The Metro Atlanta RVDA and individual dealers and exhibitors agree to indemnify and hold harmless Hardman Productions Inc. and its employees, against any and all claims of any person whomsoever arising out of acts of omission or accident resulting from any individual dealers or exhibitors participation, its employees, agents or products.

**TERMINATION OF CONTRACT.** This license may be terminated by The Metro Atlanta RVDA at any time on the breach of any other of the conditions by the exhibitor/dealer, and thereupon all his rights hereunder shall cease and terminate, and any payments made by him on account hereof prior to said termination shall be retained by The Metro Atlanta RVDA as liquidated damages for such breach, and thereupon the space may be resold.

**SUBLETTING.** Subletting or donation of space partially or in its entirety, is not permissible without the written consent of the show management.

**BUILDING RULES AND CITY ORDINANCES.** The exhibitor/dealer agrees to obey all the rules and regulations of the Atlanta Exposition Center which may now be in existence or which hereafter may be made, and to abide by the rules of the Atlanta Departments of Building, Fire and Health, and such other Departments whose duties embrace regulations of exhibits, etc.

**No promotion or advertisement will be allowed from the Camping Show premises for any exhibitor or RV Dealer other than members of the Atlanta RVDA Association. This includes brochure distribution and "For Sale" signs on parked RV units.**

### II. RULES AND REGULATIONS

**OPENING AND CLOSING DATES:** Booths will be ready to install exhibits Thursday, January 26, 2017 from 9 a.m. to 6 p.m., and Friday, January 27, from 8 a.m. until 10 a.m. All exhibits must be completely installed by 10:00 a.m., Friday, January 27, 2017, and remain open for display thereafter as follows:

**Show Hours:**

Friday, January 27 . . . . . 11:00 a.m. - 7:00 p.m.  
Saturday, January 28 . . . . . 9:00 a.m. - 7:00 p.m.  
Sunday, January 29 . . . . . 10:00 a.m. - 5:00 p.m.

**NOTE: All booths to be installed before 11:00 a.m. on opening day. No booths can be installed after show opens.**

Exhibits shall not be dismantled before 5:00 p.m. on Sunday, Jan. 29, 2017. All exhibits must be cleared from the exhibit hall by 9:00 p.m. on Sunday, Jan. 29. No one is allowed to dismantle and leave booth unattended before show closes on Sunday, Jan. 29, 2017.

**DECORATION OF BOOTHS.** No booth structure, material or sign may extend more than 8' in height on back line, or exceed an 8' height from the back line 1/2 the depth of the booth to the aisle. Exhibitors' decorations may not obstruct other displays or project into aisles. All decorations must have been flame-proofed and pass inspection by all designated authorities of the City of Atlanta. **ALL ELECTRICAL USE IN THE EXHIBIT AREA MUST COMPLY WITH THE OSHA NATIONAL ELECTRICAL CODE.**

**USE OF SPACE.** All sales must be conducted in a dignified manner within the confines of leased booth space.

No noise making devices or public address systems shall be allowed without specific approval of show management.

No sales will be allowed outside any booth.

Exhibitors are not permitted to stand in the aisle.

**SECURITY GUARDS.** Security guards shall be supplied to guard the building from Monday 5:00 p.m. Jan. 23, 2017 until 5:00 p.m. Monday, Jan. 30, 2017.



Dear Exhibitor:

The Atlanta Camping & RV Show is celebrating its' 42<sup>nd</sup> year! The RV industry is booming and we are expecting another record breaking year, so you do not want to miss this opportunity to exhibit. Please make plans now to join us for the big Spring Show on **January 27-29, 2017** to be held at the Atlanta Exposition Center South.

Here are just a few good reasons to exhibit at **Georgia's Biggest RV Show.**

- Your target audience will be there
- We love our loyal exhibitors and appreciate positive reviews year after year
- Three days means lower overhead cost for you
- Best value to reach thousands of consumers in one weekend
- Introduce your company to a captive audience of RV and outdoor enthusiasts
- Gather quality leads for spring selling and for a fast start in 2017
- Network with RV Dealers and other Exhibitors
- Introduce the hottest consumer products to new customers
- This show is a great value
- 98 percent of RV'ers own their own home; do you sell home related goods and service?
- Our consumers love to travel; do you represent travel destinations?
- Camping is available on site for exhibitors

Our advertising campaign includes TV, Radio, Newspapers, Bill Boards, Magazines, Internet and our Direct Mail piece to 25,000 RV and outdoor enthusiasts.

**Reserve your exhibitor space today.** Please go to [www.atlantarvshow.com](http://www.atlantarvshow.com) or visit us on Facebook for additional information and to review the floor plan. To reserve the booth of your choice, please send in your contract today. We look forward to seeing you at the Atlanta Exposition Center South, for another great show! If you have any questions, please call Bobby Smith at **770-447-3334**.

Sincerely,

Bobby Smith  
Atlanta Camping & RV Show Promoter

***Reserve your booth space today!***

Hardman Productions, PO Box 3130, Duluth, Georgia 30096 Phone: (770) 447-3334 Fax: (770) 447-3336

**[www.atlantarvshow.com](http://www.atlantarvshow.com) \* E-Mail to [info@atlantarvshow.com](mailto:info@atlantarvshow.com)**

Sponsored by the Metro Atlanta Recreational Vehicle Dealers Association

ATLANTA CAMPING & RV SHOW  
JANUARY 27-28-29, 2017  
ATLANTA EXPOSITION CENTER SOUTH

