

New York State & Bermuda Lions, Inc.
Multiple District Convention May 14th – 16th 2010
Buffalo, New York

Information for Exhibitors

Location:	Buffalo Niagara Convention Center Convention Center Plaza Buffalo, New York 14202 716-855-5555 or 800-995-7570 www.buffaloconvention.com	
Exhibit Dates:	Friday, May 14th through Saturday, May 15th	
Exhibit Times	Friday May 14 th	
	Registration/Set Up	8:00 - 9:00 am
	Opening	9:00 am
	Closing	4:00 pm
	Saturday, May 15 th	
	Opening	9:00 am
	Raffle winners chosen	2:30 pm
	Closing	5:00 pm
	Break Down	5:00 – 6:00 pm

In order to encourage our delegates to visit the Exhibitor's Booths, we will employ a "Sign In Please" game based on their visit to each and every booth. They receive a "sign in sheet" and must have each Exhibitor validate their visit to each booth in order to be eligible for the prize drawings. MD-20 is donating merchandise in the Lions Store. Individual exhibitors may raffle items in their booth as well.

Charges:	Commercial Organizations	\$200.00 per booth
	Non-Profit Organizations 501-C-3	\$125.00 per booth
	Lions Clubs	\$ 50.00 per booth
	MD-20 Council Approved Organizations	No Charge
Exhibit Inclusions:	One eight foot table and two chairs (Table covers and skirts provided)	
Space Assignment:	If you decide to exhibit at this convention you must return the enclosed contract to the Lions Exhibit Coordinator by April 1, 2010	
Hotel Information:	The exhibitor must make Hotel reservations (if required). It is suggested that you do this as early as possible as rooms will be limited. (Registration and Hotel reservations form enclosed)	
Confirmation:	Upon receipt of the completed contract application and a check, Confirmation will be sent to the Exhibitor.	
Cancellation:	No refunds for cancellation notice received after March 1, 2010	
Notice:	THERE WILL BE NO SMOKING IN THE EXHIBIT AREAS	

New York State & Bermuda Lions, Inc.
Multiple District Convention May 14 – 16, 2010
Buffalo, New York

EXHIBITORS RULES AND REGULATIONS

CONTRACT FOR EXHIBIT SPACE: applicants are required to forward to the Lions Clubs Exhibit Coordinator, the formal application-contract that is provided. To be valid each application must be accompanied by a check for payment in full, and must specify products/services scheduled for exhibition, sale or distribution. The application for exhibit space and acceptance thereof by the Lions Clubs MD-20 and full payment of charges constitute a contract for the right to use this space.

REFUNDS CANNOT BE MADE IF THE EXHIBITOR CANCELS THIS CONTRACT AFTER 3/01/10

EXHIBIT INSTALLATION AND BREAKDOWN: Exhibits must be set up by the time specified, and also removed by the time specified. Persons who are well prepared to discuss effectively all products and services presented must attend all exhibits during exhibit hours. **Unattended exhibits will not be allowed.**

USE OF SPACE FOR EXHIBITS: All demonstrations and activities must be confined to the limits of the exhibit space. Exhibitor shall not assign, share, or sublet any space allotted without the written consent of the Lions Clubs MD-20. No exhibitor is permitted to show goods other than those manufactured or sold by it during the regular course of its business. No interference with the light or view of other exhibitors will be permitted. Distribution of circulars or promotional material may be made only within the space assigned to the exhibitor presenting such material. Selling within the booth space is permitted, provided that the Exhibit coordinator approves the selling of such items. No canvassing shall be allowed beyond the assigned exhibit space.

FIRE PROTECTION: flammable or hazardous fluids, substances, materials, equipment or other items in violation of city, county, or state laws or regulations, may not be used in any space. Exhibitor must use flame resistant decorative material.

SOUND DEVICES: No sound making equipment of any kind may be set up or used in any exhibit without prior approval of Lions Clubs MD-20.

RESTRICTIONS IN OPERATION OF EXHIBITS: The Lions Clubs MD-20 reserves the right to restrict exhibits which, because of noise, method of operation, materials or any reason deemed objectionable.

These restrictions include persons, things, conduct, printed material, or anything of a character, which Lions Clubs MD-20 determines, is objectionable. In the event of such restriction or eviction, Lions Clubs MD-20 is not liable for any refunds of rentals or other exhibit expense. Lions Clubs MD-20 shall be entitled to close an exhibit at any time for failure by any exhibitor or any of their officers, agents, employees, or other

representatives to perform, meet, or observe any term of condition set forth herein, and such exhibitor shall not be entitled to a refund of any part of any fee.

CARE OF BUILDING AND EQUIPMENT: Exhibitors, or their agent, shall not injure or deface the walls or floors of the building, the space, or the equipment of the space. when such damage occurs, the exhibitor is liable to the owner of property so damaged.

CATASTROPHE: In the event of war, fire, strike, government regulation, or other cause, the convention or any part thereof is prevented from being held, or is cancelled by Lions Clubs MD-20. Lions Clubs MD-20 shall determine and refund to the applicant its proportionate share of the balance of the aggregate fee received which remains after deduction of expenses incurred by Lions Clubs MD-20, but in no case shall the amount of refund to the applicant exceed the amount of the fee paid.

LIABILITY AND INSURANCE: The Lions Clubs MD-20 or any of its officers, members, or staff members will not be responsible of the safety of the property of the exhibitors from theft, damage by fire, accident or other causes. Exhibitors are advised to consult their insurance broker for proper coverage on equipment and display material from the time it leaves their premises until its return. In most cases a rider can be added to a current policy for a nominal cost.

Neither the Lions Clubs MD-20 or any of their officers, members, agents, employees, or other representatives, shall be held accountable or liable for, and the same are hereby released from accountability or liability for any damage, loss, harm, or injury to the person or any property of the applicant or any of its officers, agents, employees, or other representatives, resulting from theft, fire, water, accident, or any other cause and the Lions Clubs MD-20 will not obtain insurance against any damage, loss, harm, or injury.

INDEMNIFICATION: The applicant hereby agrees to indemnify, defend and protect Lions Clubs MD-20 and hold and save Lions Clubs MD-20 harmless from any and all claims, demands, suits, liability, damages, loss, costs, attorney fee, and expenses of whatever kind of nature which might result from or arise out of any action or failure act of the applicant or any of its officers, agents, employees, or other representatives, including but not limited to claims of damage or loss of property, or from or out of any damage, loss, harm, or injury to the person or any property of the applicant or any of its officers, agents, employee, or other representatives.

SELECTION OF EXHIBITORS: Only firms and organizations whose services or products are appropriately related to the education, health, welfare, or personal development of children and adults, and/or fund raising by Lions Clubs shall be permitted to exhibit. Lions Clubs MD-20 reserves the right to decline or prohibit any exhibit which in its judgment is inappropriate; this reservation being all inclusive to persons, things, printed matter, products and conduct.

These regulations become a part of the contract between the exhibitor and Lions Clubs MD-20. They have been formulated for the best interest of the exhibitor. The Lions Clubs MD-20 respectfully asks for the full cooperation of the exhibitor in their observance. Any and all points not covered are subject to the decision of Lions Clubs MD-20

**LIONS CLUBS INTERNATIONAL
MULTIPLE DISTRICT 20
LIONS CLUBS of NEW YORK STATE and BERMUDA**

APPLICATION AND AGREEMENT

87TH ANNUAL CONVENTION – MAY 14 – 16, 2010
BUFFALO-NIAGARA CONVENTION CENTER
BUFFALO, NEW YORK

The Applicant:

Desires to participate in the annual convention of the MD-20 Lions Clubs to be held at the **Buffalo-Niagara Convention Center at Buffalo, New York on May 14 – 16, 2010**, subject to the terms, conditions, rules and regulations governing said convention which are enclosed.

Acknowledges, and agrees to abide with, all said terms, conditions, rules and regulations.

Understands that Multiple District 20 Lions Clubs will assign exhibit locations on a first come-first served basis and agrees that it will accept the space assigned to it by MD-20 Lions Clubs.

Agrees to pay the space rental fees allocated to the booth(s) assigned to it as follows Commercial Organizations \$200.00 per booth, Non-Profit Organizations (501-C-3) \$125.00 per booth, Lions Clubs \$50.00, (U.S. Funds) MD-20 Council approved functions – No Charge

Submits this fully completed APPLICATION AND AGREEMENT along with check **(payable to MD-20 Lions)** as full payment

Understands that a copy of the accepted APPLICATION AND AGREEMENT will be returned with a floor plan showing your exhibit location.

Understands that this application is not binding until accepted and signed on behalf of Lions Clubs Multiple District 20: and when so accepted and signed, it shall constitute a binding contract upon the applicant and MD-20 Lions Clubs, subject to the terms and conditions enclosed.

Understands that all questions, APPLICATION, AGREEMENT FORMS AND PAYMENTS are to be forwarded to:

**PDG Lion Robert F. Shively
Exhibit Coordinator
1930 Saunders Settlement Road
Niagara Falls, NY 14304
(716) 297-2596
bshive40@gmail.com**

In witness whereof, the applicant has caused this application to be completed by an officer, agent, or representative duly authorized to execute the same.

Organization Name: _____

Completed By: _____ Title: _____

Organization Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Contact Person: _____

E-Mail Address: _____

Space(s) Requested: ___ Electricity Required: Yes ___ No: ___ (If unanswered NO is assumed)

Payment Attached: \$ _____

Check made payable to: MD-20 Lions
Send to: PDG Robert F. Shively
1930 Saunders Settlement Road
Niagara Falls, NY 14304-1064

Person in Charge of Your Exhibit: _____

Brief statement of the nature of the proposed exhibit and product to be exhibited, sold or distributed at convention.

ACCEPTED BY MULTIPLE DISTRICT 20 LIONS CLUBS:

By: _____

Title: _____

Date Accepted: _____

Space(s) Assigned: _____

Payment Remitted: _____

Check # and Bank: _____

Date Acknowledged to Exhibitor: _____