

## 2013 National Pet Week Event Information

**WHAT:** The FIRST Annual National Pet Week celebration in San Francisco: A special occasion to celebrate all-things pets and pets-related: to bring together families for a day of fun and games with their pets as well as to learn more about the latest in services, programs and products related to the pets such as pets rescue, pets adoption and more.

**WHEN:** May 11, 2103, 11am -3pm

**WHERE:** "Little" Marina Green (Marina Blvd & Baker St. by the yacht club)

The National Pet Week Event Committee would like to invite you to be a part of San Francisco's first annual Celebration of National Pet Week. To reserve a booth space (free), return this application with your signature to the fax number above. Space is relatively limited at the Little Marina Green and display spaces will be on a first-come first-serve basis.

All participating organizations and merchants will bring and be responsible for set up and clean up of their respective areas. Set up time is 8-10am May 11<sup>th</sup>; break down time is 3-5pm May 11<sup>th</sup>. All exhibitors must agree to be present from 11-3pm.

Booths or tables are an opportunity for pet-serving organizations as well as participating merchants to display information about their programs, services and products. This is purely for information only and no sales transactions.

Exhibit application deadline: May 6, 2013

**Contact:** "2013 national pet week event committee"

Mike Murray (510) 924-3309

Fax or scan 4 page completed application to:

[mmurray@petfoodexpress.com](mailto:mmurray@petfoodexpress.com) OR FAX (510) 346-7788

Event Organizer: The National Pet Week Event Committee

(Supporting organizations include but not limited to the following:

Pets Unlimited, SF Animal Care and Control, Muttville & Pet Food Express)

**Exhibitor Application**  
**SF National Pet Week Celebration**

May 11, 2013 11AM -3PM

Exhibitor (name & company): \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ (cell) \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Purpose of the booth (sales are not allowed) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

**Please Note:**

Exhibit space is limited and on first-come first-serve basis. You will receive a confirmation of space availability within 2 days of receipt of application and no later than May 7, 2013. There is no participation fee for exhibition but please note the following requirements: Each exhibitor is responsible for set up and clean up, including the need for any table, chairs and prop-ups. Please read the attached Exhibitors Agreement, and return it signed and dated together with this application form.

## **Exhibitors Agreement**

### **2013 National Pet Week Event, May 11, 2013**

#### **1. USE OF SPACE**

**LIABILITY** – Exhibitor is entirely responsible for the space leased and shall not injure or deface any part of the exhibit area, booths, equipment or show décor. Exhibitor shall not drive nails or hooks, tacks or screws in any part of a building, trees or posts. The Exhibitor agrees to reimburse the facility and/or decorator for any loss or damage to the premises or equipment occurring in the space leased to the Exhibitor.

**SPACE** – Exhibit space will be allocated by the Committee on a “first come” basis. The Committee cannot be held liable if competitive Exhibitors are adjacent to or opposite each other

but will do its best to allocate space on a basis fair to all Exhibitors. Exhibits and displays cannot exceed or extend beyond the agreed space. Space contracted for is to be used solely for Exhibitor whose name appears on the contract; Exhibitor will not sublet nor share any portion of said space without the written consent of the Committee. In the event Exhibitor fails to occupy their space by the opening of the show, Exhibitor shall forfeit their right to the space. All Exhibits and personnel must remain within the confines of their own spaces and no Exhibitor will be permitted to erect signs or display products in

such a manner as to obstruct the view, or affect the display of other Exhibitors. No interference with the light or space of another Exhibitor will be permitted.

**DEMONSTRATIONS** – All demonstrations or promotional activities must be confined within the limits of Exhibitor’s space. Music and/or noise resulting there from must not interfere with the other Exhibitors.

**RESTRICTIONS** – The Committee reserves the right to restrict or remove exhibits, that may have been falsely entered, or may be deemed by the Committee unsuitable or objectionable. This restriction applies to noise, P.A. systems, persons, animals, conduct, printed matter, materials or anything of a character that might be objectionable to the show attendees or the Committee. No Exhibitor may solicit business from customers who are in another Exhibitor’s booth, in the aisles and/or common areas. Anyone violating the above will be asked to leave the area.

## **2. RULES FOR EXHIBITORS**

All booths and decorations must comply with the facility regulations, city ordinances and local fire codes. Any violations may result in the removal of any materials found to be in violation. Materials for booth decorations and construction must be fire retardant.

**INSTALLATIONS** – There will be no additional carpentry, wiring, electrical or other work, including

gas, steam, water or drainage connection, allowed in the area or Exhibitor space.

**RIGHTS OF MANAGEMENT** – In the event exhibition is not held, the Committee shall not be liable for any damages or expenses incurred by Exhibitors if the show is delayed, interrupted or not held as scheduled due to reasons beyond the Committee's control.

**TERMS AND CONDITIONS** – The contract contains all the terms and conditions agreed on by the parties hereto, and no other agreements, oral or otherwise regarding the subject matter of the contract, shall be deemed to exist or to bind any of the parties hereto.

**ATTORNEY FEES** – Any controversy or claim between parties hereto arising out of or related to the provisions of the Agreement, shall be settled by arbitration by one arbitrator in accordance with the rules of the American Arbitration Association in San Francisco

County, California, and judgment upon the award rendered by the Arbitrator may be entered in any court having jurisdiction thereof.

**3. SECURITY** – The 2013 National Pet Week Committee will do its best to ensure the safety of your exhibit and properties. However, the Committee is not financially liable for any damage or loss of Exhibitors' properties and exhibit materials. We recommend that all Exhibitors contact their insurance agents to confirm proper coverage of exhibit materials. The Exhibitor, at their own expense, may arrange for any additional security.

**4. CANCELLATION:** Please notify the Committee no later than May 7<sup>th</sup> if you need to cancel.

**5. PHOTOGRAPHY/RECORDING** – Exhibitor grants the Committee the right to take photos or film images of premises including Exhibitor booths and personnel. The images may be used by the Committee to promote the event and copyright of said images shall belong to the Committee.

**6. LIABILITY** – The committee is not responsible for any injury, loss or damage that may occur to the Exhibitor or the Exhibitor's employees or property from and cause whatsoever. The

Exhibitor, on signing the contract, expressly releases the aforementioned from any and all claims for such loss, damage or injury.

Exhibitor agrees to observe and abide by the Terms, Conditions, and Rules set forth in this agreement and by any additional terms, conditions and rules made by Management in the future for the safe and efficient operation of the event.

I have read and agree to the terms in the above agreement:

Exhibit applicant

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date \_\_\_\_\_