

# Exhibitor Table Top Contract

## EAST COAST CHRISTMAS SHOW 2025

The Greater Philadelphia Expo Center  
Oaks, Pennsylvania

April 26-27, 2025

Phone: (847) 453-4285 Fax: (847) 453-9472

### EARLY BIRD TABLE TOP COST:

\$500 per 8' x 8'

### AFTER JAN. 15, 2025 TABLE TOP COST:

\$600 per 8' x 8'

**PLEASE NOTE:** If scheduled payments are not timely made, agreed upon booth space will be released without refund and the exhibitor may select new booth space from available inventory once payments are up to date.

### INCLUDES:

- 1 6' skirted table
- Wastebasket
- 2 Chairs

PLEASE NOTE: Furniture Packages available. Consult Your Exhibitor Kit.

The undersigned (upon acceptance, the "Exhibitor") desires to participate in the East Coast Christmas Show, (the "Show") to be organized and produced by Haunted Trade Shows LLC, an Illinois Corporation (the "Management") to be held at the The Greater Philadelphia Expo Center, Oaks, Pennsylvania, (the "Facility") in April, 2025 subject to the terms, conditions, rules and regulations governing the Show which are set forth on the reverse side hereof and which are expressly made a part of this Application and Agreement, as though repeated herein in full, preceding the signature of the undersigned.

The undersigned hereby applies for the following booth(s):

First \_\_\_\_\_ Second \_\_\_\_\_ Third \_\_\_\_\_

The undersigned agrees to pay the Exhibit Management Fees (the "Fees") at the price established in the Show brochure accompanying this Application and Agreement.

The undersigned encloses a check, payable to "HAUNTED TRADE SHOWS LLC" as a deposit in the amount listed above in gray box. The undersigned agrees that the balance of the Fees shall be due and paid not later than thirty days prior to the opening of the Show. Full payment is required along with this contract by February 28, 2025. If payment of the Fees is being made by credit card, the undersigned agrees to comply with the terms of the attached Credit Card Authorization Agreement.

No Refunds. The undersigned understands and agrees that upon acceptance, Exhibitor has received the immediate benefit of having exhibition space reserved solely for its benefit and use, and that Management no longer has the ability to offer this space to any other Exhibitor. Therefore, the undersigned agrees that all deposits and Fees paid to Management are non-refundable.

This Application and Agreement is not binding until and unless accepted and signed on behalf of Haunted Trade Shows LLC; and when so accepted and signed, it shall constitute a binding contract upon the undersigned and their respective heirs, personal representatives, successors, and assigns, subject to the terms, conditions, rules, and regulations appearing on the reverse side hereof and expressly made a part hereof. Upon acceptance, the undersigned person, firm or corporation shall become an Exhibitor, as used herein. The term "Management" designates Haunted Trade Shows, LLC, or its duly authorized representative.

The parties agree that signed faxed documents shall be deemed to be of the same force and effect as an original of a manually signed copy.

NOTE: Please return original and duplicate copy. A copy signed by Haunted Trade Shows LLC will be returned for your files. The product description is intended for the purpose of space assignment only. A separate Directory Information Form will be sent to you for your listing in the Directory of Exhibitors.



### Description of products to be displayed:

Original and duplicate copies of this Application and Agreement properly signed with check accompanying same are to be mailed to: East Coast Christmas Show, 1001 Green Bay Rd, Suite 308, Winnetka, IL 60093.

**Facsimile Transmission of Advertisements.** By providing a fax number, Exhibitor hereby grants East Coast Christmas Show permission to send to Exhibitor by fax to number(s) listed below (or any other fax number used from time to time by Exhibitor) advertisements concerning its future shows, products and services.

**IN WITNESS WHEREOF,** the Applicant has caused this application to be executed individually or by an officer, agent, or representative duly authorized to execute the same.

Please type or print and sign your name:

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

Print Your Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

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

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

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

Companies you DO prefer to be near: \_\_\_\_\_

Companies you DO NOT prefer to be near: \_\_\_\_\_

# of Table Tops (*on/before 1/15/25*) \_\_\_\_\_ x \$500 = \_\_\_\_\_

# of Table Tops (*after 1/15/25*) \_\_\_\_\_ x \$600 = \_\_\_\_\_

Amount Enclosed \$ \_\_\_\_\_

DO NOT WRITE BELOW

Accepted for East Coast Christmas Show

Space Assigned: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

# rules + regulations

## **Exhibitors**

Exhibitors are limited to those applicants offering products or services of specific interest to the contemplated attendees. No Exhibitor shall exhibit or permit to be exhibited any products or services other than as specified by Exhibitor on the reverse side hereof. Management has relied upon Exhibitor's description of said products and services and reserves the right to determine the eligibility of any Exhibitor for participation, based upon the products and services offered at the Show. In the event the products and services are other than described as aforesaid, or in the event any Exhibitor violates any Show, Facility, U.S., Pennsylvania, Montgomery County, or Oaks, law, rule or regulation, Management, in its sole discretion, reserves the right to remove any Exhibitor from the Show, and may retain any Fees paid, as liquidated damages, and not as a penalty.

## **Subletting of Space**

Exhibitor shall not assign, sublet, nor apportion the whole or any part of the space allotted (the "Space"), nor exhibit therein any goods or services other than those manufactured, distributed or offered by the Exhibitor in the regular course of its business, nor permit any representative of any firm to solicit business or take orders in the Exhibitor's space. Exhibitor shall cause to be listed in the official directory of the Show all lines of merchandise or services to be exhibited in the Space. In the event that Exhibitor desires to exhibit products or services other than those manufactured, or distributed or offered by the Exhibitor as described on the reverse side hereof, Management may, in its sole discretion, accept a fee of \$1000 for each company in excess of one whose products are exhibited in Exhibitor's Space, but such an acceptance shall not constitute a sublease, assignment, nor an apportionment.

## **Admission**

Exhibits shall be open to the trade and also to the public. Exhibitors and attendees are prohibited from taking pictures of other exhibitors' displays and booths without written permission of the exhibitor.

## **Exhibits**

All Exhibits shall be designed, constructed and operated in a manner free from defects in design and workmanship, free from any nuisance or safety hazard, and otherwise shall comply with all applicable laws, rules and regulations. No Exhibitor's display shall be permitted to interfere or limit visibility with any other exhibitor's display, including, without limitation: booths/dividers or displays of a height in excess of 42" shall not extend further than 5' from the back wall of the Space; booth walls shall not exceed 8' in height; peninsula displays shall not include a back wall that blocks the visibility of any adjacent display; provided however, Management may, in its sole discretion, approve exceptions to the foregoing. No Exhibit may extend beyond the Space, including but not limited to protrusions of displays beyond the Space. No Exhibitor shall use any flammable materials in their display and all exposed surfaces must be finished or draped using flame proof material. All promotional activities shall be confined to the Exhibitor's booth area. Display

of products, distribution of literature or promotional material in the aisles, meeting rooms, registration lobby, parking lots, or any area other than Exhibitor's Space is strictly prohibited. Any devices which produce sound must be operated so as not to disturb other exhibitors, as determined in the sole discretion of Management, and Exhibitor shall defend and indemnify Management as to any unpermitted use of any sound recording. Exhibitor shall be responsible for the timely reporting and payment of any public performance or other applicable royalties with respect to any sound recordings or other copyrighted material used in connection with its Exhibit. Exhibitor shall not infringe on the trademarks, copyrights or other intellectual property rights of third parties and agrees to defend and indemnify management as to any losses, damages, costs and attorney fees arising out of claims of infringement. Exhibitors shall at all times keep their Space free of accumulated rubbish and conduct themselves in an appropriate business-like manner.

## **Labor**

Exhibitor shall employ union labor where required. All electrical work, decorating work, and carpentry work shall be performed by the official contractors approved by Management.

## **Fees**

If an Exhibitor fails to make any payment due hereunder when due and in the form specified by Management, such Exhibitor's right to exhibit shall be terminated without further notice, without right to refund, and such Exhibitor shall remain responsible for any unpaid balance of the Fees.

## **Rules and Regulations**

Exhibitors shall abide by and observe all laws, rules and regulations of the Management, Oaks, Montgomery County, State of Pennsylvania, United States of America and the Facility. Exhibitor shall observe and abide by additional regulations as published with the "Exhibitors' Kit" to be delivered to the Exhibitor prior to set-up of the Show, and such additional regulations promulgated from time to time.

**Exhibitors making retail sales are required to register with the State of Pennsylvania and Montgomery County and collect and remit all sales tax amounts due under Pennsylvania laws. Exhibitors are required to supply a Certificate of Insurance for general liability in accordance with terms set forth in Exhibitor Kit naming Haunted Trade Shows LLC as additional insured and certificate holder.**

Only water based fast dissipating fog fluid may be dispersed on show floor. Fog Form required. See Exhibitor Kit for details.

## **Code of Conduct**

We expect all Exhibitors in the East Coast Christmas Show (ECCS) to engage in respectful, considerate behavior towards each other and refrain from engaging in behavior or speech that is demeaning, discriminatory or harassing in any manner.

# rules + regulations

The East Coast Christmas Show's Code of Conduct defines unacceptable behavior as behavior that includes (but is not limited to) the following:

- Creating a disturbance that is dangerous or interferes with the ability to transact business on the show floor, or creates apprehension in another person.
- Engaging in any aggressive or unwanted physical contact with other vendors, attendees and/or general staff.
- Making defamatory, harassing or demeaning remarks.
- Using profanity, sexually explicit/suggestive or offensive language, racial, religious or ethnic slurs.

Unacceptable behavior will not be tolerated in the facility, on the show floor or at any ECCS events. Participants determined to be in violation of these policies in the sole discretion of management will be asked to immediately discontinue their inappropriate behavior. If the behavior continues, management reserves the right to take immediate action to bar the attendee or the exhibitor from further participation in the ECCS without the right of refund for unused days of attendance, seminar or event tickets, or any booth fees or any costs associated with the trade show.

## **Relocation and Floor Plans**

Management retains the exclusive right to revise the Show floor plan and/or move Exhibitor as necessary. Management reserves the right to move or remove Exhibitor or Exhibitor's display for the good and welfare of the Show. Management 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 or condition set forth herein, and such Exhibitor shall not be entitled to a refund of any part of any fee.

## **Liability**

Neither Management nor the Facility nor Management's General Contractor for the Show, or such other contractor as Management may designate (the "General Contractor"), nor any of their officers, agents, employees or other representatives, shall be held accountable or liable for, and the same are hereby released from accountability or liability for any claim, damage, loss, harm or injury to the person or any property of the Exhibitor, or any of its officers, agents, employees or other representatives, resulting from Exhibitor's use of the Facility or from theft, fire, water, accident or any other cause, including, but not limited to, claims arising out of any negligent or intentional act or omission of Exhibitor or any of its officers or agents (including any EAC, as defined below) that causes or results in (1) damage to, or destruction of, property of any party, and/or (2) death or injury to persons, and neither the Management nor the Facility, nor the General Contractor, shall be obligated to obtain insurance against any such claim, damage, loss, harm, or injury. It is understood and agreed that all property of Exhibitor shall

remain in the Exhibitor's custody and control in transit to or from, or within, the Facility. It is understood between the Exhibitor and Management that Management provides an opportunity for Exhibitor to display his product or service to persons attending the Show. Exhibitor understands and agrees that Management cannot guarantee either attendance, sales by Exhibitors or climatic and other conditions outside or inside the Facility.

## **EAC Approval**

Exhibitor shall not utilize the services of an Exhibitor Appointed Contractor (EAC) unless it has obtained the written consent from Management at least thirty (30) days prior to the Show, which consent may be granted or withheld at the sole discretion of Management. As a condition to such consent, Exhibitor and EAC may be required to execute Management's Exhibitor Appointed Contractor Agreement.

## **Indemnity**

Exhibitor hereby agrees to indemnify, defend and protect the Management, the Facility, and General Contractor, and hold and save those parties against and from, any and all claims, demands, suits, liability, damages, loss, costs, attorney fees and expenses of whatever kind or nature which might result from or arise out of Exhibitor's use of the Facility or any action or failure to act of the Exhibitor or any of its officers, agents (including any EAC), employees, or other representatives, including but not limited to (1) any claims of damage or loss to property, or from or out of any damage, loss, harm or injury to the person of the Exhibitor or any of its officers, agents, employees or other representatives; (2) any claims or liability by or to third parties arising out of conduct or omissions which are in breach of Exhibitor's obligations under this agreement; or (3) any claims arising out of any negligent or intentional act or omission of Exhibitor or any of its officers or agents (including any EAC) that causes or results in damage to, or destruction of, property of any party, and/or death or injury to persons.

## **Termination of Exhibition**

In the event that because of war, fire, strike, government regulation, public catastrophe, act of God or the public enemy or other cause, the Show or any part thereof is prevented from being held, or is canceled by the Management over Coronavirus or other infectious disease related concerns, or other causes interrupting normal business operations, the Management, in its discretion, may determine and refund to the applicant his proportionate share of the balance of the aggregate Fees received which remains after deducting expenses incurred by the Management and reasonable compensation to the Management, but in no case shall the amount of refund to the applicant exceed the amount of the Fee paid. In no other event shall Exhibitor be entitled to a refund of any part of the Fee should it be unable to exhibit at the Show. Exhibitor shall not be entitled to a refund of any part of the Fee in the event of a temporary interruption of the Show for any reason.

# credit card authorization

**EAST COAST CHRISTMAS SHOW 2025**  
 The Greater Philadelphia Expo Center  
 Oaks, PA  
**April 26-27, 2025**  
**Phone: (847) 453-4285 Fax: (847) 453-9472**



Select method of payment	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> AMERICAN EXPRESS
Credit card number			
Expiration date		Security (CVC) Code	
Cardholder's name (as it appears on card)			
Billing address of card holder			
Billing City, State & Zip Code			
Telephone number of cardholder			
Email address of cardholder			
Exhibitor company name (for whom card is being used)			
Telephone number of exhibitor			
Email address of exhibitor			

The undersigned hereby authorizes East Coast Christmas Show ("ECCS") to charge the following amounts on the above referenced credit card to satisfy payments due by Exhibitor to ECCS:

**Total table top charge, due immediately: \$\_\_\_\_\_**

1. This credit card authorization is valid until the expiration date noted on the face of the credit card.
2. In the event a charge is not honored, the undersigned personally guarantees payments of the above amounts due by Exhibitor.
3. A facsimile of this credit card authorization shall be regarded, and have the same force and effect, as an original.
4. **NO REFUNDS.** The undersigned understand and agree that by contracting with ECCS, certain exhibit/advertising space and/or services have been reserved solely for Exhibitor, and thus, are no longer available to ECCS' other customers. Therefore, the undersigned understand and agree that all amounts charged to the credit card are non-refundable.
5. If scheduled payments are not timely made, agreed upon **booth space will be released without refund** and the exhibitor may select new booth space from available inventory once payments are up to date.

The undersigned further agree:

- a) to waive any right to any charge back
- b) that any dispute will be taken up directly with ECCS, and
- c) that any claim with the entity issuing the card resulting in a charge back to ECCS shall constitute a breach of contract.

\_\_\_\_\_  
 CARDHOLDER

\_\_\_\_\_  
 AUTHORIZED REPRESENTATIVE OF EXHIBITOR

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 DATE