

Frostbike 2018 Exhibitor Expectations

The Frostbike 2018 Exhibitor Expectations are outlined below. Please read through this in its entirety before submission. By submitting this Agreement, you acknowledge and agree to adhere to these Expectations.

EXHIBIT BOOTH ASSIGNMENT

QBP will consider your request for a preferred booth space and size, but will ultimately assign your booth space based upon available space and our guideline of not placing competitors next to each other whenever possible. We will try to avoid last minute changes in booth assignment, but please understand that occasionally we may need to adjust.

EXHIBIT FEES

Separate and in addition to any applicable booth fees outlined above, a \$300 administrative fee is applicable to all Frostbike exhibitors and contributes to Expo operating expenses. Exhibitors will be invoiced for both the administrative fee and applicable booth fees no later than January 12th, 2018. Final payment is due on February 12th, 2018 in the form of check, credit card or credit memo.

EXHIBITOR REGISTRATION AND BADGES

Admission to the Expo will be available only to registered Exhibitors and Attendees. All Exhibitor personnel will be required to register online. (Badge registration is a separate step in addition to the exhibitor agreement) Please wear your Exhibitor badge at all times on the show floor and at any other Frostbike functions.

EXHIBIT SPACE

All booth spaces (excluding 6x8 and 8x16) include carpet and 8 foot back wall drape. Requests for tables, grid wall panels and chairs will be accommodated if requested before the deadline. Requests for electricity will be accommodated wherever possible, but is not guaranteed due to limited power drop availability.

SHIPPING EXHIBIT MATERIAL TO FROSTBIKE

QBP will only receive Frostbike Expo shipments from Monday, January 22 to Wednesday, February 14, 2018. If shipments arrive before or after these dates, they may be refused. Shipments MUST be properly labeled with the Frostbike Shipping Label available for download before the event on the Exhibitor Resources page.

EXPO HOURS, SETUP AND STRIKE

The Frostbike Expo is Saturday, February 17, 8:30 am -- 5 pm. Setup is Friday, February 16, 1 – 7pm. Exhibitors can dismantle their exhibits during Strike Saturday, February 17, 5 –9 pm and/or Sunday, February 18, 8 am – 12 pm. We ask that exhibitors do not begin teardown until the Expo ends on Friday. Exhibits must be dismantled and either removed from the facility or set aside to be shipped no later than 12pm on Sunday, February 18.

SECURITY

QBP employees will provide security during the Frostbike Expo, but we cannot be responsible for lost, damaged or stolen items. Please do not leave valuable items unattended and remember to lock your vehicle.

INCLEMENT WEATHER

Welcome to Minnesota! Sometimes severe winter storms occur in February, and sometimes it's 60 degrees. If the weather is bad enough, QBP may need to reduce show hours and/or make event changes. While we have never cancelled Frostbike, it could happen. We make every effort to ensure the show is enjoyable and valuable for our Exhibitors, but we cannot guarantee that the weather will not interfere. If we think that the weather is going to force changes, we will notify our Exhibitors and Attendees as soon as reasonably possible. Other than this, QBP is not responsible for the weather, civil insurrection, or anything else of that nature. Also, a reminder to please be careful and reserve extra time for driving or walking on snow and ice!

CANCELLATION BY EXHIBITOR

If for any reason your company is no longer able to exhibit at Frostbike, please email events@qbp.com immediately as we will attempt to reassign your booth space. If you cancel after January 5, 2018 and we are unable to replace you, we may request that you pay for the vacant booth space.

EXHIBITOR NEWSLETTERS

QBP Events will send periodic Frostbike newsletters and emails to Exhibitors with information that is pertinent to the Expo. Accordingly, you agree to receive such emails.

ENTIRE AGREEMENT

These Expectations, including items listed on the Exhibitor Resources website sets forth the terms and understanding between QBP and the Exhibitor for Frostbike 2018. These Expectations are effective upon Agreement submission. QBP may update the Exhibitor Resources website with new information. You acknowledge and agree that such additions shall become part of this Agreement.