



All Communications To:
Cache Valley Media
Group Logan Gift Show
810 West 200 North
Logan, Utah 84321

To be Held at:
Riverwoods Conference Center
615 South Riverwoods Parkway
Logan, Utah 84321

Date Reserved: _____

Vendor Agreement for the 2025 Holiday Gift Show

Friday, November 14th 10am-6pm and Saturday, November 15th 10am-6pm.

REQUIRED INFORMATION

Business Legal Name: _____ Business DBA: _____

Contact Name: _____

Address: _____

City, State, & Zip: _____

Phone: _____ Email: _____

Tax ID #, Social Security #, or Special Event # _____

Website _____

Food?: _____ Description of food: _____

Product *Primary* Description: _____

Product *Secondary* Description: _____

**Booth placed based on primary description*

Is this your first year participating? ☐ YES ☐ NO

Exhibit Space Options (circle desired option)

Orange Booth.....\$400	*See vendor booth map for booth colors and sizes
Yellow Booth.....\$375	*includes pipe/drape where needed, two chairs
Purple Booth.....\$325	*includes pipe and drape separation, two chairs
Green Booth.....\$300	*includes pipe and drape separation, two chairs
Blue Booth.....\$275	*includes pipe and drape separation, two chairs
Red Table.....\$250	*includes 2.5' x 6' table and two chairs (no pipe/drape)
	*includes 2.5' x 6' table and two chairs (no pipe/drape)

*****PAYMENT REQUIRED WITHIN 2 DAYS OF RECEIVING SECURE LINK INVOICE TO HOLD BOOTH SPACE. INVOICE WILL BE COMING FROM CACHE VALLEY MEDIA GROUP.*****

Electricity.....\$30 ☐ Yes ☐ No

1st Choice: _____ 2nd Choice: _____

Phone Line...\$50 ☐ Yes ☐ No

*Floor plan subject to change without notice

Total Cost _____

Please thoroughly read the following regulations and guidelines:

Event Subject to the terms and conditions of this Agreement, Cache Valley Media Group leases to EXHIBITOR the booth space described in Section 2 of this Agreement for the 2025 Holiday Gift Show to be held November 14-15, 2025 at the Riverwoods Conference Center.

Booth Space EXHIBITOR agrees to lease booth space(s) listed above at the price per booth indicated above. Booth side height limited to 4 feet for visibility. Cache Valley Media Group will furnish side dividers for each booth and up to two chairs as a part of this Agreement. EXHIBITOR assumes all other costs such as additional lighting, signage, carpeting, etc. Cache Valley Media Group will facilitate additional tables for a fee. The leased booth space shall be used exclusively by EXHIBITOR for the exhibition of the items described at the start of this Agreement. EXHIBITOR shall not represent more than one business. Cache Valley Media Group reserves the right to adjust booth layout if needed.

Booth Selection and Availability Booth spaces are available on a first come, first served basis only. Cache Valley Media Group does not guarantee specific booth spaces to any EXHIBITOR until booth space has been paid in full. If the desired booth is not available, Cache Valley Media Group may substitute a different booth to be occupied by EXHIBITOR.

Subleasing will not be allowed. All contracts must go through Cache Valley Media Group. EXHIBITOR shall not, without prior written consent of Cache Valley Media Group, assign or sublet any part of this Agreement or the leased booths.

Failure to Comply If Cache Valley Media Group determines that EXHIBITOR has failed to comply with any provision of this Agreement or the attached Rules of Use, Cache Valley Media Group shall have the right to remove EXHIBITOR from the EVENT and, in which case, EXHIBITOR shall not be entitled to a refund of the Contract Price.

Failure to Occupy Leased Booths EXHIBITOR agrees to occupy the leased booths for the full duration of the EVENT. If EXHIBITOR does not occupy the leased booths for the duration of the EVENT or leaves/begins to dismantle booth prior to the close of the event, Cache Valley Media Group shall charge EXHIBITOR a fine of \$250.

Set-Up and Take-Down All Exhibitors in the EXHIBIT HALL may set up from 4:00 p.m. to 8:00 p.m. on Thur. November 13 and 7:00 a.m. to 9:30 a.m. on Fri. November 14, 2025. EXHIBITOR must have his space set up an hour before the EVENT is scheduled to begin. If EXHIBITOR has failed to set up by said time, EXHIBITOR will forfeit the leased booths and any payments and/or the entire Contracted Price. Booths maybe dismantled 6:00 p.m. to 9:00 p.m. on Saturday, November 15, 2025. The EXHIBITOR is responsible for securing his goods and items displayed during set up and take down hours.

Disruptive Behavior If Cache Valley Media Group determines that the conduct of EXHIBITOR is disruptive to the EVENT or that EXHIBITOR is not acting in a courteous and professional manner, Cache Valley Media Group may remove EXHIBITOR from the EVENT and, in which case, EXHIBITOR shall not receive a refund of the Contract Price.

Waiver of Liability Cache Valley Media Group will not be responsible or liable for any damage or loss incurred by EXHIBITOR as a result of fire, theft, wind, storm, explosion, or any other cause whatsoever. Cache Valley Media Group is not responsible for damage from loss of occupancy or other loss to EXHIBITOR by destruction or damage to the exhibit area. EXHIBITOR releases Cache Valley Media Group from any and all responsibility for theft or damage to equipment, booths or displays within the booths - by fire, rain, accident or any other cause whatsoever. EXHIBITOR assumes full and total responsibility for all patrons of the EVENT who visit or enter EXHIBITOR'S booth and releases and agrees to indemnify Cache Valley Media Group from any claims by any patron concerning the goods or services EXHIBITOR displays, provides or sells at or in connection with the EVENT. EXHIBITOR agrees to bear full responsibility for any damage caused to the exhibition facility by EXHIBITOR, his agents or employees during the EVENT and while setting up or removing his booth(s). EXHIBITOR agrees to indemnify, hold harmless, and covenants not to sue Cache Valley Media Group for any and all liability, real or alleged, arising out of or in connection with this Agreement. EXHIBITOR agrees to pay all costs of collection, default, breach or enforcement hereunder, including reasonable attorney's fees.

Entire Agreement This Agreement contains the entire understanding of the parties and no oral or other representation not contained herein shall be binding upon the parties hereto.

Interpretation of Agreement In the event of disagreement regarding the meaning or interpretation of this Agreement, the interpretation of Cache Valley Media Group shall govern.

Payment and Cancellation Policy Payment must be made in full within two (2) days of receiving secure link invoice. A full refund is available if reservation is cancelled before September 15, and a 50% refund is available if cancelled before October 15. After October 15, no refund is available.

IN WITNESS WHEREOF, Cache Valley Media Group and EXHIBITOR have signed this instrument the day and year first above written.

CACHE VALLEY MEDIA GROUP

EXHIBITOR

Sign: _____

Sign: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



**CACHE
VALLEY**
MEDIA GROUP

810 WEST 200 NORTH • LOGAN, UTAH 84321 • 435-752-1390 •
WWW.CACHEVALLEYHOMEANDGARDENSHOW.COM



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