



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 2026 Holiday Gift Show

Friday, November 13th 10am-6pm and Saturday, November 14th 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.....\$425	<i>*See vendor booth map for booth colors and sizes</i>
Yellow Booth.....\$400	<i>*includes pipe/drape where needed, two chairs</i>
Purple Booth.....\$350	<i>*includes pipe and drape separation, two chairs</i>
Green Booth.....\$325	<i>*includes pipe and drape separation, two chairs</i>
Blue Booth.....\$300	<i>*includes 2.5' x 6' table and two chairs (no pipe/drape)</i>
Red Table.....\$275	<i>*includes 2.5' x 6' table and two chairs (no pipe/drape)</i>

**\*\*\*A SECURE PAYMENT LINK WILL BE SENT FROM CACHE VALLEY MEDIA GROUP. PAYMENT IS REQUIRED IN 2 BUSINESS DAYS TO HOLD BOOTH SPACE.\*\*\***

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 2026 Holiday Gift Show to be held November 13-14, 2026 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 12 and 7:00 a.m. to 9:30 a.m. on Fri. November 13, 2026. 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 14, 2026. 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**

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