

**Michigan District of the Lutheran Church – Missouri Synod
Ministry Tent - Exhibitor Display Contract**

This contract is entered into this day by and between The Michigan District of the Lutheran Church—Missouri Synod (Michigan District, LCMS) and exhibitor listed below (exhibitor) concerning exhibit space for the *Michigan District Convention 2022*. Michigan District, LCMS is a Michigan Ecclesiastical Corporation with its principal place of business at 3773 Geddes Rd, Ann Arbor, Michigan 48105.

General Convention Information

The Convention will be held from Sunday, June 26 through Tuesday June 28, 2022 at Concordia University in Ann Arbor, Michigan. Exhibit space will be contracted for the days: Sunday, June 26, Monday, June 27 and Tuesday, June 28. Additional convention information is available on the District’s website at www.michigandistrict.org/convention.

IT IS AGREED:

1. **Exhibitor Display** Subject to the terms and conditions hereof, Michigan District, LCMS hereby agrees to provide the exhibitor with space under the Ministry Tent Sunday, June 26, Monday, June 27 and Tuesday, June 28. Said space will be 9 feet x 9 feet (side aisle) or 9 feet x 5 feet (center aisle) and supplied with two chairs and one covered table. The location of the space shall be assigned by the Michigan District, LCMS. Other furnishings will have additional expenses (electricity, additional tables, chairs, etc.)

2. **Fees** Exhibitor display fee is \$375, electricity is available for an additional \$40 and a second table for an additional \$35 (only available for side aisle spaces). A discounted fee of \$175 will be offered to non-profit organizations that derive 75% or more of their income from gifting. Each representative from an organization must be registered and pay a \$25 registration fee. Conference meals are also available for a fee. Exhibitors who register for lunch on Monday and Tuesday will receive their lunches in the Ministry Tent. All other meals will be served with delegates. Representatives already registered as voting/advisory delegates and/or guests do not need to pay an additional registration fee, and thus should not be registered through the Exhibitor Registration.

3. **Installation of Display** The exhibitor shall set up its display in its assigned space between the hours of 11:00 am and 3:00 pm on Sunday, June 26, 2022. In the event the exhibitor fails to install its display by 3:00 pm on Sunday, June 26, 2022, Michigan District, LCMS may, without notice to the exhibitor, terminate this contract without refund and reassign the contracted space. All decorative materials, flags, signs, equipment and other such items installed by the exhibitor in its space shall comply with all ordinances, rules and regulations relating to fire safety promulgated by the City of Ann Arbor, by Concordia University Ann Arbor, or other legal authority.

4. **Display Hours** The exhibitor agrees to have its booth staffed during ALL hours of operation. Exhibitors are asked to teardown their displays at 3:00pm on Tuesday, June 28, 2022.

The Ministry Tent is scheduled to be open:

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| Sunday, June 26 - | 3:00 pm to 6:30 pm |
| Monday, June 27 - | 9:00 am to 5:00 pm |
| Tuesday, June 28 - | 9:00 am to 3:00 pm |

5. **Assignment and Use by Others** The exhibitor shall not assign its rights herein nor permit any other person, firm or corporation to use any portion of its assigned space without written consent from Michigan District, LCMS.

6. **Food and Beverage Distributions; Sales of Items** Sodexo Food Service at Concordia University is the exclusive provider of food and beverages for the convention. Exhibitors may not sell food or beverages anywhere on Concordia University property. Exhibitors that offer non-food items for sale at the Convention must comply with all governmental regulations, including having a sales tax license on location.

7. **Exhibitor Responsibility** The exhibitor shall be solely responsible for safeguarding all property of the exhibitor in its space or at any time located elsewhere at the conference site and the exhibitor waives all claims against the City of Ann Arbor, Concordia University Ann Arbor and the Michigan District of the Lutheran Church—Missouri Synod, and holds all persons, firms and corporations associated therewith harmless from any and all liability and expense arising out of or in connection with any claims, demand of cause or action resulting in whole or in part from the act of the exhibitor or its representatives or from the exhibitor's use and occupation of its space or acts thereto.

Exhibitor shall be liable for all damages to property and equipment (normal wear and tear excepted) and personal injury caused directly by and to the extent of the acts, errors, or omissions of exhibitor, its agents and employees. Exhibitor will secure and provide insurance coverage for such liability.

8. **Failure to Provide Display Space** In the event the Michigan District, LCMS fails to provide the exhibitor with space as herein required for any reason whatsoever, including without limitation fire, strike, cancellation of the conference or cancellation of any underlying agreement, the Michigan District, LCMS shall promptly refund any fees paid to the Michigan District, LCMS and the same shall be accepted by the exhibitor as liquidated damages for all loss or damage suffered by the exhibitor from such failure.

9. **Special Restrictions** The Michigan District, LCMS reserves the right to terminate this contract and/or prohibit the installation or operation of any display, any part thereof or any activity in connection therewith which the Michigan District, LCMS, in its discretion, determines to be inconsistent with the character of the convention. The Michigan District, LCMS further reserves the right to issue such rules and regulations concerning the operation of the exhibitor's display as it determines are necessary and appropriate and the exhibitor hereby agrees to abide thereby.

10. **Shipping** If you need to ship boxes please address them to Concordia University and note "Michigan District Convention 2022" on the boxes. Shipping address: Concordia University, Michigan District Convention, 4090 Geddes Rd, Ann Arbor, MI 48105. Plan to be in the tent at noon on Sunday to receive any boxes you've sent.