

## **Michigan District of The Lutheran Church–Missouri Synod West Pastors' Conference - 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 *West Pastors' Conference 2024*. Michigan District, LCMS is a Michigan Ecclesiastical Corporation with its principal place of business at 3773 Geddes Rd, Ann Arbor, Michigan 48105.

### **General Conference Information**

The Conference will be held from Monday, May 20 through Tuesday, May 21, 2024 at Doubletree by Hilton Grand Rapids Airport. Exhibit space will be contracted for Monday, May 20, and Tuesday, May 21, 2024. Additional conference information is available on the District's website at [www.michigandistrict.org/west24](http://www.michigandistrict.org/west24)

### **IT IS AGREED:**

1. **Exhibitor Display** Subject to the terms and conditions hereof, Michigan District, LCMS hereby agrees to provide the exhibitor with space in the Exhibit area Monday, May 20, 2024. Said space will be 9' x 5' and supplied with two chairs and one covered table. The location of the space shall be assigned by the Michigan District, LCMS. Additional tables and chairs will have additional expenses, please inquire if you need more than one table to see if we have the space to accommodate you.

2. **Fees** Exhibitor display fee is \$150, plus an additional fee of \$25 each for electricity or extra tables. Conference meals and lodging are also available for a fee. Each additional representative from an organization must register at a cost of \$50 and be issued a name badge.

3. **Installation of Display** The exhibitor shall set up its display in its assigned space between the hours of 10:30 and 11:30 am on Monday, May 20, 2024. In the event the exhibitor fails to install its display by 11:30 am on Monday, May 20, 2024, 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 Grand Rapids, Doubletree by Hilton Grand Rapids Airport, or other legal authority.

4. **Display Hours** The exhibitor agrees to have its booth set up during **ALL** hours of operation. The Exhibit area is scheduled to be open:

Monday, May 20 -	11:30 am to 5:30pm
Tuesday, May 21 -	7:30-10:30am

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** Doubletree by Hilton Grand Rapids Airport is the exclusive provider of food and beverages for this conference. Exhibitors may not sell food or beverages anywhere on Doubletree by Hilton Grand Rapids Airport property. Exhibitors that offer non-food items for sale at the conference 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 Grand Rapids, Doubletree by Hilton Grand Rapids Airport 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. Notices and Payment** All notices and payment to the Michigan District, LCMS shall be sent to: Michigan District, LCMS, Exhibitor Registrations, 3773 Geddes Rd, Ann Arbor, Michigan 48105.