



CITY OF LAGUNA HILLS
★ MEMORIAL DAY HALF MARATHON & 5K ★

MONDAY, MAY 30, 2011

SCHEDULE

Vendor Set-up: 4:30 a.m. – 6:30 a.m.

Family Expo Hours: 7:30 a.m. – Noon

<input type="checkbox"/> Family Expo Booth - 10' x 10' booth space, 1 table and 2 chairs The expo offers you an opportunity for great marketing by offering one-on-one contact with your target market.	\$350
<p>Will you be handing out food or beverage or selling food, beverage or items of any kind? <input type="checkbox"/> Yes <input type="checkbox"/> No (Please note you will be required provide the appropriate documentation to management by 5/6/11.)</p> <p>Products to be displayed, sampled or sold: _____ _____</p> <p>Do you require electrical? <input type="checkbox"/> Yes <input type="checkbox"/> No (limited electrical access, RSVP required, otherwise not provided) Load-in is between 4:30 a.m. – 6:30 a.m. on race morning. Reservation is required no later than 5/6/11.</p>	
<input type="checkbox"/> Canopy tent	\$75
<input type="checkbox"/> Goodie Bag Insert Sample your product/service to an enthusiastic, fitness minded market by placing your product (product sample, flyer, coupon, keychain, etc.) in the City of Laguna Hills Memorial Day Half Marathon & 5K. Approximately 4000 items will be needed.	\$200
<p>Item to be inserted: _____</p> <p>Items must be approved and received no later than 5/6/11. Please send item to Renegade Racing, 17835 Sky Park Circle Suite F, Irvine CA 92614</p>	
<input type="checkbox"/> Family Expo Booth & Goodie Bag Insert	\$500
<input type="checkbox"/> with Canopy tent	\$575

Company Name: _____

Address: _____

City/State/Zip: _____

Contact Name: _____

E-mail/Phone: _____

- Enclosed is my check for \$ _____
Please make check payable to the **City of Laguna Hills** (Tax ID # 33-0490460) and mail payment to:
Renegade Racing, 17835 Sky Park Circle Suite F, Irvine CA 92614
 - Please charge my credit card:
 Visa MC # _____
- Expiration Date: _____ Verification #: _____

Please fax Family Expo and Goodie Bag agreement with Terms and Conditions to 949-975-1814.



Terms and Conditions

The City of Laguna Hills Memorial Day Half Marathon & 5K (hereafter called the Management) and the exhibitor agree that all displays will be fully set-up by Monday, May 30 by 6:30 a.m. and cleaned-up by Monday, May 30 by 1:30 p.m. The expo is available for set-up on Monday, May 30, at 4:30 a.m.

Vendors may not arrive before this time. Management is not responsible for any losses during set-up and expo hours. All booth materials, literature/products, etc shall be removed from the Laguna Hills Community Center (hereafter called LHCC) by 1:30 on Monday, May 30. Items left behind will be discarded and you will be charged a \$35.00 cleanup fee.

The exhibitor agrees:

- To have booth open and staffed during all expo hours.
- Displays will not visually, physically, audioally disturb aisles or adjacent exhibitors.
- Not to make any undue noise or odor, use bright or hazardous lights, cause damage to the building or booth equipment or act in any manner deemed inappropriate by management.
- Agrees not to sublet space or exhibit any merchandise other than that specified on the front of this contract without permission from Management.
- Conform to all Orange County Fire Department Rules and Regulations and those of the Laguna Hills Community Center.
- Electrical wiring/installation shall be done only by the electrical contractor approved by Management.
- All booth material (literature/products/etc) shall be approved by Management prior to event. Any item not approved will be removed.
- No exhibitor shall have authority to incur costs or liability against the Management or the LHCC. Exhibitor shall be liable for all damages which he/she may cause to the property, or otherwise in connection with exhibit.
- To carry the necessary workman's comprehensive liability insurance and any other insurance required by the State of California. A certificate of Insurance may be required to be shown.
- Assumes all responsibility for loss, theft, or destruction of goods or for personal injuries to himself/herself, his/her employees, agents, representatives, or visitors and will save harmless Management from any and all liability in connection with any and all of the above.
- Assumes entire responsibility and liability for losses, damage and claims arising out of injury to persons or damage to exhibitor's displays, equipment or other property brought upon the premises of LHCC and agrees to indemnify, defend and hold harmless to group, LHCC and its owners, agents and employees against all claims or expense for such losses, including reasonable attorney's fees, arising out of the use of the LHCC premises excluding liability caused by the negligence of the group or the LHCC or its owners, agents and employees.
- Understands that neither the management nor the LHCC maintain insurance covering the exhibitors property or lost revenue and it is the sole responsibility of the exhibitor to obtain such insurance.
- Food vendors, activity vendors, and some others will name the City of Laguna Hills and Renegade Racing as additionally insured. Verify with Management your specific requirements.
- Management reserves the right to reject or refuse any exhibit.
- Space assignments are subject to change.
- Violation of Terms and Conditions may result in forfeiture of space.
- No refunds will be made to exhibitor who fails to occupy space.

Food Exhibitors/Samples:

In addition to the above, vendors selling or providing food samples agree to comply within Exhibitor agrees to meet the deadlines and regulations of the Orange County Health Agency. **You must provide all information requested by May 6, 2011** and understand if not provided by date requested exhibit space will be forfeited *without refund*.

Vendor Signature: _____ Date: _____

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