

PLEASE EMAIL EXHIBITOR QUESTIONS TO [kostrem@mnaog.org](mailto:kostrem@mnaog.org).

*Bridging* THE Gap  
Thrive Conference  
Sept 27 - 28, 2019

# APPLICATION FOR EXHIBIT SPACE

**HOW TO REGISTER:**

1. Complete application and mail to

Bridging the Gap  
1315 Portland Ave S  
Minneapolis, MN 55404

Or scan and email to [kostrem@mnaog.org](mailto:kostrem@mnaog.org).

2. Submit payment at [mnbhg.org/conference](http://mnbhg.org/conference) or by

mailing a check to the address listed above.

3. Bridging the Gap will follow up with you!

4. Call or email 612-332-2400 or

[kostrem@mnaog.org](mailto:kostrem@mnaog.org) with questions.

Exhibit Options:		# of Booths	Total
General Space	\$350	x _____	= _____
Add Electric	+ \$100	x _____	= _____
Premium w/ Electric	\$475	x _____	= _____
Premium - no Electric	\$475	x _____	= _____
I want to be listed on the Passport Card:			Yes / No
<b>Grand Total</b>			_____

**Premium (8'x10' space) benefits:** (1) Preferred premium-booth locations may be assigned on a first-come, first-serve basis, according to the date of submitted payment. (2) Optional electricity at no cost. (3) Listed on "Thrive Passport Card" for attendees to stop by premium booths and be entered into a special drawing for having completed quota on their card!

**General (8'x10' space) exhibitors:** preferred general-booth space locations may be assigned on a first-come, first-serve basis, according to the date of submitted payment.

**Authorized Signature (read, sign and print name):**

By signing below, I hereby acknowledge that I have read, understand, and agree to the General Terms and Conditions set forth in the attached Exhibitor Contract Guidelines. I further acknowledge that failure to abide by these Guidelines may result in the loss of my Exhibitor Privileges without recourse or refund. Contracted exhibit space that is not fully set-up by 11:30 a.m. on Friday, September 27, will be released. COMPLETING AND SUBMITTING THIS APPLICATION AND PAYMENT IS NOT A GUARANTEE OF SPACE OR PLACEMENT. THIS APPLICATION WILL NOT BE A BINDING CONTRACT UNTIL THIS PAGE OF THE APPLICATION HAS BEEN SIGNED BY THE EXHIBITOR, SUBMITTED WITH PAYMENT, AND CONFIRMED BY A CONFIRMATION EMAIL FROM AN AUTHORIZED REPRESENTATIVE OF BRIDGING THE GAP (BTG). SHOULD BTG NO LONGER HAVE SPACE OR NOT CONSENT TO ACCEPTING APPLICATION, HOWEVER, ALL PAYMENT FUNDS WOULD BE REFUNDED TO APPLICANT.

Company Name

Primary Contact Name

Payer's Name on Online or Check Payment

Title/Position

Address City, State, Zip

Contact Phone Number

Email address

**Products and Services (Check one):**

- Retailer       Non-Profit       Ministry Non-Profit  
 Distributor       Artist       Sponsor

Nature of Business/Scope of Products or Services

Would you be interested in Thrive sponsorship information?

Would you be interested in donating a giveaway? If so, what?

Print Name

Signature

Date

COMPLETING THIS APPLICATION IS NOT A GUARANTEE OF SPACE. Please keep a copy of this application.

# Exhibitor Contract Guidelines

All matters and questions not covered by the Exhibitor Contract Guidelines are subject to the decision of Bridging the Gap (BTG). These Contract Guidelines may be amended or supplemented at any time by BTG, and all such amendments or additions shall, upon reasonable notice, be as equally binding on all parties affected as the original Rules and Regulations.

## Qualifications:

- **Applicants are required to identify the nature of their business and the scope of their products and/or services to be exhibited on the Exhibitor Application, which must be completed by each vendor seeking to exhibit at the Thrive Conference.**
- **BTG reserves the right to deny any application to exhibit based on nature of business or quantity of similar organizations already registered.**

## Restrictions:

- **BTG reserves the right to restrict Exhibits that may have been falsely entered, or may be deemed unsuitable, objectionable, or detract from the general order of exhibits.**
- **Because of aggressive enforcement laws related to copyrighted music, we must ask our exhibitors either (1) not to play live or recorded music that is subject to licensing by BMI, ASCAP or any other organization authorized to license copyrighted music, or (2) to obtain themselves, at their sole expense, the proper license from the copyright holder.**
- **Because of Thrive speaker contracts, book stores are not permitted to exhibit, and exhibitors with book products must be pre-approved by BTG.**
- **BTG reserves the right to be the sole distributor and Exhibitor of Bridging the Gap, Thrive, Thrive Conference, conference themes, and Sisterhood Leadership-branded products.**

## Assignment of Space:

Preferred premium locations will be given—at the discretion of BTG—to Premium Exhibitors on a first come, first serve basis, corresponding to the date of submitted payment. General Exhibitors will be assigned a booth space to a preferred general location on a first-come, first-serve basis, according to the date of submitted payment.

## Use of Space:

The space contracted-for is to be used solely for the Exhibitor whose name appears on the Exhibitor Application, and it is agreed that the Exhibitor will not sublet nor assign any portion of that space without written consent of BTG.

## Hours of Space Operation:

Tables must be open at all times (with someone at your booth), except during the Thrive Celebration sessions. Booths may be closed during the Sisterhood Leadership sessions 1 + 2, as well.

## Hold Harmless:

The Minnesota District Council of the Assemblies of God and BTG shall not be responsible in any way for damage, loss, or destruction of any property of Exhibitor or for any injury to Exhibitor, its agents, employees, licensees, or invitees that may occur during the Thrive Conference event.

## Cancellation by Exhibitor:

If notification of cancellation is received by July 27, 2019, a non-refundable cancellation fee of \$50.00 will be issued. There will be no refunds for exhibit cancellations made after August 27, 2019.

## Rights in the Event the Exhibit is Not Held:

Should BTG elect to cancel the Exhibit, **BTG's liability to Exhibitor shall be the refund of any payments received for booth space.** BTG shall not be liable for any consequential damages which may arise from such a cancellation. Should the Exhibit be canceled due to circumstances beyond the control of BTG, including but not limited to acts of God, acts of war, governmental emergency, labor strike or destruction of exhibit facility, BTG shall return each Exhibitor's space payment less a pro-rata share of costs and expenses incurred.

## Security and Insurance:

BTG and the St. Cloud River's Edge Convention Center and their respective agents and employees shall not be responsible for the safety of the property of the Exhibitor, its agents or employees, from theft, damage by fire, accident, or any other cause. It shall be the Exhibitor's responsibility to maintain such insurance against personal injury and property damage liability in such amount as the Exhibitor deems appropriate.

**Installation and Dismantling:** Exhibitor shall observe the established move-in and move-out times as follows: Set-up begins at 8:00 a.m. on September 27 and must be completed by 11:30 a.m. Teardown must take place at, and no sooner than, 3:00 p.m. on September 28, and exhibitors must be moved out of the building by 5:30 p.m. Failure to remove an exhibit at the allowed time will afford BTG the right to remove Exhibitor's items to a warehouse, subject to the Exhibitor's disposition, with all charges to follow at no liability to BTG.

## Exhibit Design and Amenities:

All exhibits must remain within the confines of their own space, and no Exhibitor will be permitted to erect signs or display products in such a manner as to obstruct the view, cause injury, or affect the display of other Exhibitors. Arrangements for general booth electricity can be made available at a \$100 additional charge. Any additional expenses incurred in association with special arrangements are the responsibility of the Exhibitor.

## Compliance:

Exhibitor agrees to adhere to and be bound by all (1) applicable fire, utility, and building codes and regulations; (2) any rules and regulations of the River's Edge Convention Center; (3) the terms of all leases and agreements between BTG and said facility; (4) the Americans with Disabilities Act, to the extent required to make Exhibitor's exhibit accessible to persons with disabilities; and (5) the terms of all leases and agreements between BTG and any party relating to the Exhibit. Exhibitor shall not do or permit others to do anything in the facility which would in any way increase the insurance premiums payable by BTG or the facility.

## Event Passes:

- The exhibitor fee includes one pass to the Thrive Conference. If there is need for additional persons to help with hosting your table, you must purchase Exhibitor "Additional Worker" tickets through the "Exhibitor" button at [www.mnbtg.org](http://www.mnbtg.org) conference. The first additional worker's ticket is available for \$59, while any additional workers' tickets are available at the same price as a regular Thrive Conference ticket or at the walk on price upon check in.
- All representatives of Exhibiting organizations are required to have a Thrive Conference pass while in the exhibit area and to conference functions. Wristband passes will be distributed upon check in.

## Hospitality Suites:

By executing this contract, Exhibitor agrees that its entire exhibit and display will be confined to the exhibit hall and the booth space assigned. Exhibitor agrees not to operate hospitality suites during regularly scheduled hours of meeting, exhibits or other BTG functions.

## Donations:

Exhibitors are eligible to donate an item, gift basket, or certificate toward Thrive Conference giveaways. BTG may incorporate these donations into a larger basket or grouping of items so as to create a larger giveaway gift. BTG does not promote or guarantee mentions of the specific donation/Exhibitor organization from the stage; however, Exhibitors may include any promotional materials along with their donation for the recipient to receive. Thank you for your consideration to offer a giveaway gift!

## Violations of Exhibitor Contract Guidelines:

Violations of these Exhibitor Contract Guidelines will afford BTG the right to prohibit Exhibitor from exhibiting at the current year's conference (in which case Exhibitor shall forfeit its booth payments) and/or prohibit Exhibitor from exhibiting at future conferences.