



Mid-South Farm & Gin Show General Show Rules

GENERAL INFORMATION

The Mid-South Farm and Gin Show is an educational agricultural show and exhibits must be agricultural in nature; however, approximately two percent of the exhibit space may be utilized for exhibits of general interest, at the Exhibit Manager's option. Exhibits will be in the Renasant Convention Center, 255 N. Main St., Memphis, TN 38103.

SPACE ASSIGNMENT DURING 2022 SHOW – The convention center renovations and social distancing guidelines resulted in a new exhibit floor layout. **The flow, layout and booth numbering in all exhibit spaces has changed.** We will work with exhibitors to identify and secure exhibit space.

The Exhibit Manager reserves the right to reassign and redesign any space when it will, in their opinion, enhance traffic flow and appearance of the show.

PAYMENT FOR SPACE

Once an application for booth space is approved, a minimum 50% deposit is required. Payment balance is due December 31, 2021, unless other arrangements are approved by Show Manager. We accept check, money order, Visa, Mastercard, Discover and AMEX. A secure link for making a credit card payment will be included in the email with the contract for booth space.

REFUND POLICY

No refunds will be made if space engaged is not used. **Any space not claimed and occupied by 12:00 noon, Thursday, February 24** (unless a written agreement is made with the Exhibit Manager) **may be reassigned without refund.** The original contractor will be liable for the full amount of the booth rent whether or not the booth is resold.

No refunds will be made for exhibits closed because of violations of health and safety regulations. **Refunds of all deposits will be made if cancellation is received by the Exhibit Manager by December 31, 2021. No refunds will be made after that date.**

If the in-person show is cancelled due to COVID-19, a full refund will be offered for all in-person booth rentals.

ELECTRICAL & IT SERVICES

Orders for electrical and IT services must be placed directly with the Renasant Convention Center through its website. The electrical order link can be found on the show website www.farmandginshow.com under Exhibitor Information. Payment must be made by **February 11, 2022** to receive the pre-show rate. Higher charges will be incurred for orders after **February 11, 2022.** Order form will be available on the Renasant Convention Center website no later than 90 days prior to move-in.

OFFICIAL SERVICE CONTRACTOR

Freeman Decorating Company, 1701 Lebanon Pike Circle, Nashville, TN 38210, phone (615) 391-5522, is the official service contractor. Other service contractors will not be allowed to work in the exhibit area unless specifically authorized in advance by the Exhibit Manager. Visit www.farmandginshow.com and select Exhibitor Information from the menu. Select the Visit Freeman button for the link to order Freeman show services online.

Exhibitors may supply their own furniture, carpeting, etc. for their booths.

FORK LIFT TRUCKS

Fork Lift Trucks may be rented from the Official Service Contractor. **Exhibitors CANNOT bring their own forklift.** Contact Freeman if a larger than 4000 lb. lift is needed. See exhibitor service kit for pricing. Forklift trucks for use Saturday night must be ordered by 9:00 a.m. Saturday.

BOOTH EQUIPMENT

Side dividers (3 ft. high) and back (8 ft. high) with a signature sign will be provided to each exhibitor without charge. Exhibitors may erect own sides and back but must not erect any side partition or visual obstruction that extends in excess of five feet from the back of a 10x10 booth and four feet from the back of an 8x10 or 8x12 booth, if such partition is in excess of five feet in height.

BOOTH OPERATIONS

Exhibitors dispensing food or beverages from their booth must have the Exhibit Manager's written approval prior to the exhibition. Without such approval, all food and beverage items for attendee distribution will be removed from the booth space prior to the opening of the show.

No alcoholic beverages may be dispensed by an exhibitor.

No exhibitor may utilize any equipment that will interfere with normal operations of the exhibition.

No pressure-sensitive material may be used on the floor.

Items judged to be in poor taste by the Show Manager will not be allowed to be dispensed by any exhibitor.

The newly renovated Renasant Convention Center now has permanent carpet in ALL exhibit areas.

ALL touch-up painting and equipment cleaning MUST be done before bringing the equipment into the building.

Any spills or residue left on your booth floor will be subject to a minimum \$500 clean up fee.

SHIPPING INSTRUCTIONS

Instructions for shipping your exhibit will be provided by the official decorator upon receipt of your contract for space.

Freight cannot be shipped direct to show site prior to move-in time. The freight forwarder is: Freeman c/o UPS Freight, 1803 East Brooks Rd., Memphis, TN 38116. For inquiries please call Freeman Decorating, (615) 391-5522. Freeman will begin receiving advance warehouse freight 30 days prior to the show.

BADGES

Every exhibitor will be entitled to one Exhibitor's badge for each \$50.00 or fractional part thereof paid for space (10 x 10 space = 12 badges). For each additional Exhibitor badge the sum of \$25.00 shall be paid.

Exhibitors must wear badges to obtain admittance to the exhibit halls. Badges may be obtained at the Exhibitor Registration desk during move-in. NOTE: EXHIBITOR BADGES CAN ONLY BE ISSUED TO AND USED BY BONAFIDE EMPLOYEES OF THE EXHIBITORS.

JANITORIAL SERVICE

Booths and aisles will be cleaned at no expense to the exhibitors on Thursday and Friday nights.

SAFETY

The newly renovated Renasant Convention Center has put in place important safety and sanitary measures, following directives from CDC, Federal, State, County and City health officials. In addition to following these guidelines, the Renasant Convention Center has received its accreditation from GBAC STAR™, the gold standard for the cleaning industry's outbreak prevention, response, and recovery accreditation for facilities.

Exhibitors must guard machinery and exhibits so that no injury will result to the visitors, guests, employees or to any person or property.

All engines operated with combustible fuel must have no more than 5 gallons or ¼ tank, whichever is less, of fuel. In addition, fuel tank covers must be taped, and engines must not be operated indoors except during move-in and move-out.

Battery cables to the positive poles must be disconnected and taped. Propane tanks that have ever contained propane may not be part of any exhibit. For welding or torch cutting, the exhibitor must obtain a permit from the Memphis Fire Department.

All lines on bottle fuel tanks must be opened and disconnected. Raw cotton, either baled or loose, must be fire-proofed.

Exhibitors are responsible for determining what city and state safety regulations exist and complying with them.

LIABILITY

The Renasant Convention Center, Memphis Management Group, LLC., the Memphis Convention and Visitors Bureau, the Memphis Convention Center Commission, the City of Memphis, Delta Farm Press, and the Southern Cotton Ginners Association and Foundation and all their respective assigns and each of their respective partners, agents, officers, directors and representatives (collectively, "Indemnitees") shall not be responsible for the safety of exhibits, exhibitors or their employees, representatives, or contractors against theft, destruction, or damage by fire, or any other cause of injury of any nature whatsoever, to any person or item. It is agreed that each exhibitor shall indemnify, hold harmless and release Indemnitees from all liabilities against any and all claims, suits, losses, injuries, damages, liabilities and expenses, including, but not limited to, reasonable attorneys' fees and expenses. All exhibitors must provide Certificates of Insurance indicating liability limits of \$1,000,000. Proof of workers' compensation insurance coverage should also be indicated on the certificate.

SECURITY

Guards will be provided during move-in, exhibition, and move-out to monitor various areas of the facility, assist with crowd control, and restrict access. Security guards, however, will not serve to specifically protect your assets. Sponsors cannot guarantee against loss or damage.

For more information visit www.farmandginshow.com and select Exhibitor Information.

***Sponsored by Delta Farm Press,
and Southern Cotton Ginners Association and Foundation
A non-profit educational exhibit***