

# 2019 Dayton Off Road Expo

## Vendor Application



### Vendor Information

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Contact Name \_\_\_\_\_  
 Telephone \_\_\_\_\_  
 Telephone (cell) \_\_\_\_\_  
 Email \_\_\_\_\_  
 Business Number (if applicable) \_\_\_\_\_  
 Vendor Show Passes needed \_\_\_\_\_  
 (limited to 4 free passes, additional vendor passes are \$10.00 each)  
 Description of Products or Services **(must be off road related)**

### Space Reservation Information

Space reservation is for Saturday and Sunday, February 23th, 24th 2019 at Roberts Centre 123 Gano Road Wilmington, Ohio 45177. Space will be assigned on a first come basis. Dayton Off Road Expo will cooperate with vendors and exhibitors to provide the best possible location for displays based on availability, reservation and payment date. Setup day is Friday February 22th. Setup hours are 10a.m. to 8p.m. Larger sizes are available. Please contact us at (513) 217-7345 for pricing and availability.

### Booth / Area Size & Fees

- |  |  |
|--|--|
| <input type="checkbox"/> 10' x 12'      \$150  | <input type="checkbox"/> 20' x 24'      \$600  |
| <input type="checkbox"/> 10' x 24'      \$300  | <input type="checkbox"/> 20' x 36'      \$900  |
| <input type="checkbox"/> 10' x 36'      \$450  | <input type="checkbox"/> 20' x 48'      \$1200 |
| <input type="checkbox"/> 10' x 48'      \$600  | <input type="checkbox"/> 20' x 60'      \$1500 |
| <input type="checkbox"/> 10' x 60'      \$750  | <input type="checkbox"/> 20' x 72'      \$1800 |
| <input type="checkbox"/> 10' x 72'      \$900  | <input type="checkbox"/> 20' x 84'      \$2100 |
| <input type="checkbox"/> 10' x 84'      \$1050 |  |

**20' x 12' ISLE ENDCAP      \$450 (Limited Space)**

- Electrical \$75  
 Tables \$8 each Qty: \_\_\_\_\_ X8=\$\_\_\_\_\_  
 Chairs \$2 each Qty: \_\_\_\_\_ X2=\$\_\_\_\_\_  
 Additional Vendor Passes \$10 each Qty \_\_\_\_\_ X10=\$\_\_\_\_\_

Total Payment \$ \_\_\_\_\_

### Payment Method

- Check Enclosed, please make out to **(Muddy Buddys Jeep Wrangler Club)**  
 PayPal or Credit card,  
 Invoice will be sent via E-Mail

**Please choose a desired setup time on Friday or one will be assigned to you.**

- 10am – 12pm     12pm – 2pm     2pm – 4pm     4pm – 6pm     6pm – 8pm

## Vendor/ Exhibitor Terms & Conditions

**Set-up Times:** Friday, February 22th from 10am-8pm. No set-up on Saturday, February 23th or Sunday, February 24th without permission from Dayton Off Road Expo Chairman.

**Vendor / Exhibitor:** Must check in at front entrance to receive packet and Vendor / Exhibitor ID badges prior to setting up.

**Take-down Times:** Sunday, February 24th beginning "no earlier than 4pm!"

**Vendor/Exhibitor Equipment:** Vendor/exhibitor must supply all booth equipment unless other arrangements are made with space application.

**Vendor/Exhibitors** are required to operate throughout the entire show.

**Electricity:** Electrical power is available and must be requested with space application.

**Space Assignment:** Space will be assigned on a first come basis. Dayton Off Road Expo will cooperate with vendors and exhibitors to provide the best possible location for displays, based on availability, payment date and reservation.

**Specify any companies or types of displays near which you do not want to be located:**

---

**Payment:** 100% of fee due with application,

**Cancellation Policy:** Cancellations must be submitted in writing to Dayton Off Road Expo, 4255 S. Dixie Hwy Franklin, Ohio 45005 prior to February 1st, 2019. Cancellations received after February 1st, 2019 will forfeit all money paid to date.

**Acceptance:** Dayton Off Road Expo reserves the right to accept or reject any exhibit space application.

**Applicant:** By submitting this application we hereby apply for vendor or exhibitor space at the 2019 Dayton Off Road Expo located at Roberts Centre 123 Gano Road Wilmington, Ohio 45177. All applications are subject to the rules and regulations governing the show and its production, including without limitations, the terms and conditions set forth in this application.

**By signing this application, I agree to all Terms & Conditions and Exhibitor Rules and Regulations**

X \_\_\_\_\_ Date: \_\_\_\_\_

All applications should be mailed to:

**Dayton Off Road Expo  
4255 S. Dixie Hwy Franklin, Ohio 45005**

Questions? Please contact us at  
**Dayton Off Road Expo (513) 217-7345  
Chairwoman Beth Hayes (513) 464-6447**

# Vendor and Exhibitor Rules and Regulations

## DEMONSTRATIONS

As a matter of safety and courtesy to others, exhibitors should conduct sales presentations and product demonstrations in a manner which assures all exhibitor personnel and attendees are within the contracted exhibit space and not encroaching on the aisle or neighboring exhibits. It is the responsibility of each exhibitor to arrange displays, product presentation, audio visual presentations, and demonstration areas to ensure compliance.

### Vendor and Exhibitor Rigs

- Fuel tank openings shall be locked or sealed in an approved manner to prevent escape of vapors; fuel tanks shall not contain in excess of one-quarter their capacity or contain in excess of 19L (five gal.) of fuel, whichever is less.

- **At least one battery cable must be removed from the batteries used to start the vehicle engine,** and the disconnected battery cable shall then be taped.

- Auxiliary batteries not connected to engine starting system may be left connected.

- **Once placed, display vehicles cannot be started or moved without the approval and direction of Show Management. Any violators of this rule will be subject to immediate removal from the show.**

- External chargers or batteries are recommended for demonstration purposes.
- No battery charging is permitted inside the building.
- Combustible/flammable materials must not be stored beneath display vehicles.
- Rigs shall not be moved during exhibit hours.
- No leaks underneath vehicles.
- All work on Exhibitor Rigs displays must be completed 15 minutes before the show opens for business. You will be allowed to clean, dust and work on your vehicle one (1) hour before the show opens each day.
- No obscene wording, drawings or photos will be allowed on Rigs, signs or on display in Exhibitor Rig space.
- During set up and tear down, reckless or careless driving and unnecessary noise will not be allowed.
- All parts of Exhibitor Rigs must stay in display area, i.e., rims and tires, hood, removable top, etc.
- **No selling of merchandise of any kind.**
- **If you need to sell merchandise you will need to pay for vendor space.**

- All Exhibition Rigs will be entered for judging. Vendors that wish to have their Rigs judged must submit a separate application and pay Rig application fees.

## Operation and Conduct

- Attendants, models, and other employees must confine their activities to the contracted exhibit space.
- Vendor / Exhibitor personnel and representatives may not enter the exhibit space or loiter in the area of another Vendor / Exhibitor without permission from that Vendor / Exhibitor, and at no time may anyone enter an exhibit space that is not staffed. Violators may be ejected from the Show.
- Vendor / Exhibitor may not harass or antagonize another party, remove anything from any Vendor / Exhibitor's booth, register or give a badge to anyone not qualified to be in the Show or photograph or video another Vendor / Exhibitor's booth or products.
- No pets allowed unless it is a service animal
- Absolutely no sub-contracting booth space is permitted.

## SOUND/MUSIC

In general, Vendor / Exhibitors may use sound equipment in their booths as long as the noise level does not disrupt the activities of neighboring exhibitors. Speakers and other sound devices should be positioned so as to direct sound into the booth rather than into the aisle. Rule of thumb: Sound and noise should not exceed 85 decibels when measured from the aisle immediately in front of a booth. (Refer to OSHA at [www.osha.gov](http://www.osha.gov) for more information.) All music and entertainment must be in good taste and not include any lyrics that are inflammatory, sexually explicit, sexist, gangster rap or that promote activities of any type that defame or denigrate women, law enforcement or other established authorities. Dancing and modeling shall not include any lewd or sexually suggestive poses or actions. Dayton Off Road Expo Chairman shall be the final authority on the acceptability of music played by Exhibitors and the activities of booth models and entertainers. Violators are subject to immediate closure of their booth, removal of booth personnel and/or closure of the exhibit for the duration of the Show.

## General

Any commercial vendor or private individual will hold Dayton Off Road Expo harmless from loss of product due to theft, fire, flood or other natural disaster. Also hold harmless against injury or death during set up, show hours or break down after show hours.