



Exhibit Application and Contract

April 1-3, 2025

Huntington Convention Center, Cleveland, OH, USA

Please print or type this information as you would like to be listed in the 2025 show directory

COMPANY NAME

STREET ADDRESS

CITY

STATE

ZIP

COUNTRY

EMAIL

PHONE () - -

AREA CODE

WEBSITE

CONTACT INFORMATION

NAME

PHONE () - -
AREA CODE

TITLE

FAX () - -
AREA CODE

EMAIL

EXHIBIT

*PMPA Members: \$23/sq ft | **Non-Members: \$30/sq ft

Event	Booth Number	Total Area Sq Ft	Rate Per Sq Ft	Total Booth Cost
PMTS				

Optional Items: please check all that apply.

Online Enhanced Listing	\$675	\$
Sponsorship Item: _____	\$	\$
TOTAL COST		\$

Description of products/services to be displayed in your booth
(Restrictions: Used Machinery and Job Shops)

PMPA MEMBERSHIP

* PMPA Membership rate is extended to companies in good membership standing (paid in full) for the years 2024 and 2025. Should membership standing change during this period, exhibit space will be re-invoiced at the non-member rate and any prior payments applied. Members joining in 2025 are required to pre-pay 2025 membership dues to receive the membership rate.

** For information on PMPA Membership, visit www.pmpa.org or call 440-526-0300

ACKNOWLEDGEMENTS

Upon acceptance and execution of this contract, Company and Gardner Business Media, Inc. agree to be bound by all Terms, Conditions, and Rules set forth herein and in the Event Rules & Regulations, Exhibitor Manual, and any correspondence on revised and new rules and guidelines, all of which are incorporated herein and made a part of this contract. Company agrees to prepare an exhibit of its products and/or services, as approved by show management. The undersigned party confirms his/her signature authorization to enter into this contract and hereby agrees to the terms set forth herein.

ENTIRE AGREEMENT: This Order, including these terms and conditions, constitute the entire agreement between Buyer and Seller and shall be binding upon them, their respective heirs, devisees, administrators, executors, successors and permitted assigns.

Signature (Authorized Company Representative)

Date

GENERAL RULES AND REGULATIONS

Please read carefully before signing the contract. Exhibits and Exhibitors are subject to the following regulations. "Management" means Gardner Business Media, Inc., Precision Machined Products Association (PMPA), and its service contractors.

I. CONTRACT FOR SPACE

This application, properly executed by Exhibitor, shall, upon written acceptance and notification of space assigned by Management, be a valid and binding contract. Management may refuse any exhibit that in its sole discretion may detract from the exhibition. Management's assignment of space is final. After assignment, space location may not be changed without Management's prior written approval. Request for space will be assigned after the Space Renewal on a first-come, first-served basis when a signed contract is received with payment.

II. USE OF EXHIBIT SPACE

- No exhibitor may assign, sublet, or share all or part of its space with other Exhibitors without Management consent. Exhibitors may present only products and services they officially represent. One company listing is allowed per booth.
- Exhibitors reserving 900 square feet or more must submit booth rendering to Management 60 days prior to show for approval.
- Exhibits may not project beyond allotted space or interfere with the lighting or space of others. Aisles must be kept clear of exhibits, and Exhibitors may not interfere with the free flow of traffic.
- Demonstrations or related activities must be confined to Exhibitor's assigned space, as must distribution of circulars, catalogs, folders, promotion materials or devices. None of these may be distributed in aisles or in the registration area of the Exhibit Hall.
- Management may restrict, reject, eject or prohibit any exhibit, in whole or part, which detracts from the exhibition due to sound, appearance, distribution of materials, personal conduct, or anything Management rules to be objectionable. In enforcing these regulations, Management is not liable for refunds of space rental or other expenses incurred by Exhibitor.
- Booth personnel shall wear at all times "Exhibitor" badge identification furnished by Management.
- Exhibitor shall not enter another exhibitor's booth that is not staffed.
- Exhibitor shall not infringe on the registered trademark, trade name or patent of another company.
- Exhibits may not contain sound systems or noise making devices that annoy or disturb adjacent Exhibitors.
- There will be no posted pricing on goods allowed.
- Exhibitor shall not schedule, foster or conduct outside activities for attendees during hours set by Management for the trade show, the conference program or official special events.

III. INSTALLATION AND REMOVAL OF EXHIBITS

All exhibits must be installed two hours prior to the opening of the exhibition and must remain installed until the closing hour. Exhibitor shall not dismantle or start packing prior to closing time. No exhibit will be installed or removed during Exhibit hours. Exhibits must be removed at the time set forth by Management.

IV. PAYMENT / CANCELLATION / REFUND POLICY

- A 10% deposit is required of exhibitors renewing space onsite or before November 1, 2023. A second 40% deposit is due by April 30, 2024. Exhibitors signing up after 11/1/23 will owe a 50% deposit upon exhibit approval. Deposits are non-refundable. Full payment is due December 31, 2024 and will be payable with all new contracts approved on or after December 1, 2024. Exhibitor may cancel or reduce contracted space by notifying show management in writing by December 31, 2024. In such case, show management shall retain an amount equal to 50% of original space rental fee. Cancellations after January 1, 2025 will not be refunded. Failure to meet payment terms will be regarded as cancellation. In the event of cancellation, and without further notice to exhibitor, show management shall have the right to use the space however it deems fit, including resale to another party. Show management assumes no responsibility for having included the name of the cancelled exhibitor or descriptions of its products in the show directory, brochures, news releases or other materials.

V. SPONSORSHIP TERMS

Acceptance of a sponsorship application by Gardner Business Media, Inc. (GBM), constitutes a contract. Sponsor agrees to pay amount indicated as determined by GBM. Invoice will be emailed upon approval with payment terms indicated. Sponsorship and exhibit fees are invoiced separately. GBM reserves the right to limit the number of sponsorships and to withdraw the sponsorship if payment terms are not met. Invoices must be paid in full to exhibit at the event. GBM requires prompt written notice of cancellation. Sponsorships are non-refundable. Cancellation of booth space automatically cancels your sponsorship. By signing this contract, sponsor agrees to abide by all contract terms and conditions

VI. LIABILITY

- A Certificate of Liability Insurance is required for all exhibitors from an insurance company in good standing with minimum policy limits of \$1,000,000 per occurrence and \$2,000,000 aggregate in force during the lease dates of the event, March 25 – April 5, 2025. Insurance coverage is not optional. The following entities are required to be listed as additional insureds on each policy: Gardner Business Media, The Expo Group,. Also Insured for liability coverage, except for premium payment obligations, shall include the Cuyahoga County Convention Facilities Development Corporation (CCCFDC), Huntington Convention Center of Cleveland, Global Center for Health Innovation, SMG, and Cuyahoga County and their respective officers, directors, agents and employees..
- Neither Management nor the Huntington Convention Center of Cleveland, its officers, employees or representatives are responsible for loss, damage or injury to Exhibitor or Exhibitor's employees or property from any cause, before, during or after period covered by this contract.
- Exhibitor, on signing this contract, releases Management and Convention Center, its officers, employees and representatives from, and agrees to indemnify same against, any claims for loss, damage or injury.
- Exhibitor assumes responsibility for accident, injury or property damage to any person visiting their exhibit, where such accident, injury or damage is caused by negligence of Exhibitor, his employees or agents.
- Management is not liable for non-fulfillment of commitment for delivery of space due to exhibition premises being damaged, destroyed, or rendered unusable by fire, accident, act of God, war, terrorism, public enemy, strike, authority of law, or any other cause. If exhibition cannot be held or space delivered for that purpose, Management's sole liability is to reimburse Exhibitor the space rental fee, less any costs or charges paid or incurred by Management for advertising, administration and similar purposes.
- Management shall not be responsible for errors or omissions in promotional brochures, the official exhibition directory, and other literature.

VII. PROTECTION OF EXHIBIT FACILITY PROPERTY

Use of screws, bolts, nails, staples, tacks, pins, tape or other items that may deface or damage floors, walls, ceilings, doors or other exhibit facility property is prohibited. Exhibitors must repair damage at their own expense.

VIII. SECURITY

Management shall provide guard service throughout the hours of installation, exhibition and dismantling period, and exercise reasonable care for the protection of the exhibitors' materials and display. Beyond this, Management, the show facility, or any officer or staff member thereof will not be responsible for the safety of the property or the exhibitor, their agents, or employees, from theft, damage by fire, accident, or any other cause.

IX. HANDLING AND STORAGE

Management and the owners or managers of the exposition facility shall not accept or store display materials or empty crates. Exhibitors shall make their own arrangements for shipment, delivery, receipt, and storage of such materials and crates directly with their selected drayage company. The exhibitor must provide the official show drayage company with all bills of lading. All shipment and deliveries to the Exhibition shall be prepaid.

X. AMENDMENTS

Management may revise these rules and all points not covered are subject to its decision.