

**GEM & MINERAL SOCIETY OF THE PALM BEACHES, INC.  
RULES & REGULATIONS**

**Contract for space;**

1. The signed contract with a deposit of ½ of the booth fees must be submitted to reserve a booth. A contract will not be considered without a deposit. A request for a payment plan can be made to the Show Chairman.
2. Returning Exhibitors must have their contracts and deposits submitted by May 1<sup>st</sup>. Failure to do so will result in the loss of a particular location and no space will be reserved.
3. Balance of booth fees must be paid by October 1<sup>st</sup>. Failure to meet this deadline will result in loss of booth space and deposit.
4. A signed contract is a commitment to show. If you must cancel a refund will be given on a pro-rated basis after receiving a written cancellation notice. No refund will be given within two weeks of the show set-up date.

**Gem & Mineral Society of the Palm Beaches, Inc. {GMSPB}**

1. Shall provide guards and security, day and night and will have full authority at all times.
2. Exhibitor agrees not to hold GMSPB or any of its agents responsible for injury, loss or damage to Exhibitor's personal or business merchandise before, during or after the Show. Exhibitors must provide the insurance to meet their needs.
3. Has the right to limit the number of Exhibitors in certain categories.
4. Reserves the right at its sole discretion to make changes in the show location, floor plans and assigned exhibit spaces or booth size deemed necessary in the interest of the entire exhibition.
5. Retains the right to remove an Exhibitor not complying with the terms of this agreement without refunding offending Exhibitor's monies.
6. Has no control over the utilities service at show location but will make every effort to correct problems as they occur and shall not incur any liability from Exhibitors if services fail.

**Exhibition Space;**

1. All tables are 30"x 30" x 8'. Exhibitor is to provide **fireproof** table coverings that must touch the floor on the outer edge of booth. All tables in booth must be covered.
2. No variation of booth arrangement or moving of tables will be allowed without prior approval from Show Chairman.
3. Exhibitors must supply all electrical cords and must not exceed the allotted 1000 watt limit supplied with booth fees. All electrical cords must be underneath tables.
4. No sub-letting of booth space. Only one paid Exhibitor per booth.

5. All exhibits and installations must be self-supporting and cannot be nailed, screwed, stapled or taped to the tables, floor or walls.
6. No display material can exceed 60" above the floor or extend outside the dimensions of the booth.
7. No obstructions to adjacent Exhibitors will be allowed.
8. Exhibitor is responsible for the space he occupies and must pay for any repairs necessitated by his negligence.
9. Booths not occupied by 2:00 pm on set-up day may be filled with a standby Exhibitor with no refund or allowances whatsoever unless prior arrangements have been made with Show Chairman.

**Exhibitor and merchandise;**

1. Exhibitor must comply with all Federal Trade Commission Rules. No discount, sale, show special or going out of business signs can be displayed.
2. Exhibitors shall be responsible for collecting and remitting sales tax to the appropriate government authorities.
3. A general policy of selling wholesale to the public will not be tolerated. This is a retail show. Wholesale sales can be made only to qualified buyers with the right credentials, which the GMSPB will verify at Show entrance. Selling wholesale to unqualified buyers will result in your removal from the Show.
4. No smoking or alcoholic beverages are allowed. No pets are allowed.
5. Exhibits must be open and manned at all times while the Show is open to the public.
6. Exhibitors and staff shall wear appropriate identification badges provided by GMSPB.
7. No break down of booths before 5:00 pm on Sunday.
8. Exhibitor must be vacated from premises by 10:00 pm on Sunday.