

MONTANA GRAIN GROWERS ASSOCIATION

2025 CONVENTION & TRADE SHOW EXHIBITOR TERMS & CONDITIONS

This document outlines the policies and expectations for exhibitors participating in the 70th Annual Montana Grain Growers Association Convention & Trade Show. All exhibitors must agree to the terms outlined below as a condition of participation.

1. MOVE-IN & MOVE-OUT PROCEDURES

Location: Pacific Steel & Recycling Arena

All exhibitors must enter and exit through the North End of the arena for both setup and teardown.

- Set Up:
Monday, December 1, 2025 | 1:00 PM – 5:00 PM
- Tear Down:
Wednesday, December 3, 2025 | 3:00 PM – 6:00 PM

EARLY TEAR DOWN POLICY:

To ensure a consistent and professional experience for all attendees and exhibitors, early teardown is NOT permitted. Exhibitors are authorized to begin dismantling their booths only during the designated time above. Any exhibitor who begins teardown prior to the official time without prior written approval from MGGA staff may forfeit their booth reservation for future shows.

2. PARTICIPATION & ATTENDANCE REQUIREMENTS

Exhibitors are expected to be present and engaged throughout the full duration of the event. Please contact MGGA directly for extenuating circumstances. Failure to adhere to participation expectations may result in loss of future exhibit opportunities, including being moved to a waitlist for the following year.

3. NO SHOW POLICY

Exhibitors who have not completed setup by 5:00 PM on Monday, December 2, 2025, will be considered a no show and forfeit their assigned exhibit space. Montana Grain Growers Association reserves the right to reassign any forfeited space at its sole discretion. No refunds will be issued in the event of a no-show.

4. LIABILITY WAIVER

Reasonable care will be exercised by Montana Grain Growers Association and the Montana ExpoPark to provide for the protection of exhibitor property. However, the Montana Grain Growers Association, Montana ExpoPark, their officers, agents, and staff will not be held liable for any loss, damage, or injury

sustained during the event, including but not limited to transportation, setup, operation, or teardown of exhibit materials.

All claims for such loss or damage shall be expressly waived by the exhibitor.

Initial: _____

5. INSURANCE REQUIREMENT

Exhibitors agree to indemnify and hold harmless Montana Grain Growers Association, Montana ExpoPark, and all service agents from any liability for damages or injuries that may arise from participation in the event.

Each exhibitor is responsible for maintaining insurance coverage appropriate for the nature of their participation. Insurance may be secured through the exhibitor's broker by requesting additional riders or endorsements as needed.

Initial: _____

6. FACILITY USAGE & DAMAGE POLICY

Exhibitors shall be responsible for any damage caused to the venue or Montana Grain Growers Association - provided materials. The following are strictly prohibited:

- Nails, screws, fasteners, or adhesives that damage walls or floors
- Painting, coating, or altering Montana Grain Growers Association equipment or venue surfaces
- No outside food or drink (Please contact Shawna with MGGA for specific requests.)

Any violation will result in the exhibitor being liable for the cost of repairs or replacement.

Initial: _____

7. FIRE SAFETY REGULATIONS

All exhibitors must comply with applicable federal, state, and local fire codes:

- All display materials must be flameproof or fire retardant.
- Electrical wiring must meet fire safety regulations and codes.
- Aisles and fire exits must remain unobstructed at all times.
- No flammable materials (e.g., gasoline, kerosene, acetylene) may be brought into the venue.

8. AGREEMENT

By signing below, the exhibitor agrees to abide by all terms and conditions set forth in this contract. Montana Grain Growers Association reserves the right to make reasonable updates or modifications as necessary for the safe and effective execution of the event.

Exhibitor Company Name: _____

Authorized Representative (Print): _____ Initial: _____

Signature: _____ Date: _____

MGGA Representative: _____ Date: _____