

Strengthening the Circle 2009  
**Exhibit Booth Rules & Regulations**

NIPIC & EPICS offer an opportunity for artists and crafts people, Indian Education Programs, suppliers of school equipment and services, colleges and universities and public/private sector to exhibit at Strengthening the Circle.

**Deadlines:** The postmark deadline date for exhibit booth applications is May 22, 2009. Booths will be assigned on a first-come, first-served basis.

**Booths:** Each booth will be provided with a table and two chairs. Electrical hookups will be available.

**Insurance:** NIPIC and the Marriott Pyramid North will not be liable for any theft or damage to an exhibitor's property or personal possessions. All exhibitors are advised to carry their own insurance.

**Damage:** No part of any exhibit or related sign may be pasted, nailed, taped, tacked, stapled or attached to walls or doors. Signs should be professionally prepared and displayed on easels. Exhibitors may not obstruct or hide other exhibit areas.

**Booth Rules:** All exhibitors agree to:

- 1) Comply with the conditions under which exhibit space in the Marriott has leased to NIPIC;
- 2) Change an assigned space if, in the opinion of NIPIC, it becomes necessary to change the original space assigned;
- 3) Understand that food and beverage products not purchased from the hotel may only be distributed (whether complimentary or sold) with the written permission of the Marriott;
- 4) Refrain from shipping any items to the Marriott;
- 5) Understand that upon an accepted application from NIPIC a contract between the exhibitor and NIPIC is in full effect;
- 6) Understand that NIPIC or the Marriott is not responsible or liable for business or other transactions, legal or illegal, that are made between vendors or between vendors and their customers.

**Set-up and Tear Down:** Exhibitors may start setting up their booths on Tuesday June 16 at 9am and tear down the same evening at 10pm by the close of the exhibition Pow wow. Please note the Marriott will not have access to hand dollies, pallet jacks or lift gates.

I have read, understand and agree to the Exhibit Booth Rules and Regulations listed above.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved

\_\_\_\_\_  
Date

Exhibitor/Vendor Registration Form

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Name for Badge: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Please check one:

- Artisan Booth.....\$
- Information Booth.....\$

**Payment: CREDIT CARD, CHECK OR MONEY ORDERS ONLY.**

Method of Payment

- Check/Money Order # \_\_\_\_\_ (payable to NIPIC Conference)
- Credit Card (payable on our website, [www.nipic.org](http://www.nipic.org) under the conferences link)

**DEADLINE TO REGISTER:** May 22, 2009 (All Payments must be received by this date.)

*\*Note that your booth space is not confirmed until we receive payment\**

Mail Payment to :

NIPIC

560A NE F Street, PMB 418

Grants Pass OR 97526

**FOR OFFICE USE ONLY:**

**DATE RECEIVED**

**APPROVED FOR SPACE**

**NOT APPROVED**