



GREATER CINCINNATI FLY FISHING SHOW

February 1, 2025

**Oasis Conference Center
902 Loveland-Miamiville Road
Loveland, Ohio 45140**

Sponsored By:
Buckeye United Fly Fishers, Inc.

BOOTH SPACE APPLICATION AND AGREEMENT

Vendor may use this manual form in lieu of the preferred on-line electronic application

* Requested size and location is subject to space utilization. B.U.F.F. reserves the right to revise if necessary.

** All tables & displays **MUST** remain within the boundaries of your assigned booth space at all times.

BOOTH RENTAL FEES: (Booth Fees at \$1.85/ sq. ft.)	Size	Unit Cost	Quantity Requested	Total Booth Rental Cost
Standard Size #1:	8'd x 10'w	\$148	_____	_____
Standard Size #2:	8'd x 12'w	\$178	_____	_____
Booths A-1, A-2, A-3 (special rate):	18'd x 23'w	\$200	_____	_____

For a larger booth area, request a multiple of the standard booth size. For example, an 8' X 20' booth would be two 8' X 10' booths. If you have questions, contact Ken Mandel (513.675-8488; kengmandel@gmail.com) or Tom Bachey (513-543-4056; h2oguy@fuse.net)

TABLE RENTAL FEES:	Size	Unit Cost	Quantity Requested	Total Table Rental Cost
	24" x 4'	\$10	_____	_____
	30" x 6'	\$5	_____	_____
	30" x 8'	\$10	_____	_____

TOTAL BOOTH SPACE COST: \$ _____
(Sum of Booth Rental Cost + Table Rental Cost)

BOOTH LOCATION REQUEST: (Refer to Booth Layout Drawing for Locations. Available On-Line)

1st Choice: _____ 2nd Choice: _____

POWER REQUIRED AT BOOTH: Yes _____ No _____

Legibly PRINT your company information below exactly as you want it to appear in the Show promotional materials. Your contact information and phone numbers will NOT be listed in the promotional materials. **Your Signature below Constitutes Acceptance of the Exhibitor Rules and Agreements which are the terms and conditions for this agreement. Be sure you read them before signing!**

Company Name: _____

St. Address / PO Box: _____ Email: _____

City: _____ State: _____ Zip Code: _____

Company Phone Number: _____ Website: _____

Contact Name: _____ Mobile Ph. No.: _____

Authorized Signature: _____

Signature constitutes acceptance of Exhibitor Rules and Agreements

Instructions for submittal of manual reservation request: Scan/save as pdf file and email to: attention of Fly Fishing Show Team at info@buckeyeflyfishers.com

For BUFF Use Only:

Booth Assigned: _____ # & Size of Tables: _____ Date Received: _____ Check No. & Date Recv'd: _____

Exhibitor Rules and Agreements

1.0 Acceptability of Exhibits

All exhibits must be related to fly fishing and are subject to approval by the Buckeye United Fly Fishers, Inc., (B.U.F.F.) Fly Show Committee (FSC). The FSC decisions as to acceptability of Exhibits are final.

2.0 Exhibit Booth Space**a) Reservation of Booth Space:**

Exhibitor must submit its request for booth space using the GCFFS Reservation Form available on-line. Reservation forms may be submitted either electronically, or regular mail in accordance with the instructions on the reservation form. Space allotments will be made by the FSC on the basis of: i) date reservation form is received, ii) date of receipt of payment, and iii) the flow & mix of exhibits felt to be most suitable to the public interest as solely determined by the FSC. The FSC will attempt to accommodate requested space location and size but reserves the right to modify both the location and size to accommodate the needs of the GCFFS. Such decisions by the FSC are final. Exhibitor will be notified via email of the acceptance of its reservation request and preliminary location of its booth space by the FSC within 10 working days of its receipt.

b) Payment for Booth Space:

No payment is due with this application. Preferred method of Payment is via credit card using the PayPal link provided in the electronic notification of acceptance from the FSC. Payment by check should be mailed to Buckeye United Fly Fishers, PO Box 498911, Cincinnati, OH 45249. Unpaid reservations are NOT guaranteed and may, at the sole discretion of the FSC, be cancelled if payment is not received by the earliest of 4 weeks after notification of acceptance by the FSC or Dec. 1 of the year prior to the GCFFS. If reservation is submitted after Dec. 1 of the year prior to the GCFFS, payment must be submitted immediately upon acceptance by FSC.

c) Refund of Booth Payment:

If Exhibitor cancels his paid reservation request prior to January 15 of the Show Year for good and sufficient reasons as solely determined by the FSC, and the FSC can fill the space(s) with another paid exhibitor(s), the FSC will refund Exhibitor's payment within two (2) weeks after the GCFFS. Cancellations of paid reservations made after January 15 are non-refundable.

d) Booth Rules & Regulations:

i) The limits of Exhibitor's booth space will be delineated by the FSC. Exhibitor must not exceed these limits and shall maintain its displays, materials and tables within these boundaries. Aisle spaces shall not be encroached upon.

ii) Booth Back Walls shall be no higher than 8 feet, must be secure and shall not be attached to the floor, walls or structure of the Exhibition Hall. If booth backs up against another booth, such back walls must be covered on the joining side to present a reasonably finished appearance.

iii) Booth Side Walls shall be no higher than 8 feet, must be securely anchored to the back wall (shall not be attached to the walls or structure of the venue) and shall not extend more than one half the depth of the booth. Back side of such side walls must be covered to present a reasonably finished appearance.

iv) Booth walls, tables and exhibits shall, solely at Exhibitor's expense, be kept in a clean, orderly and safe condition throughout the GCFFS. Exhibitors shall not have any open flames or fires, and shall have no LP Gas (or similar flammable gas) tanks in the Exhibition hall.

v) During the public hours of the Greater Cincinnati Fly Fishing Show (GCFFS), Exhibit booths must be continuously staffed by people knowledgeable of the Exhibit.

e) No animals, other than approved service animals, shall be brought into the Exhibition hall.

f) Exhibitor may not sublease or assign, in whole or in part, its assigned booth space without prior written approval by the FSC.

g) Transport & storage materials (pallets, crates, boxes, hand trucks, and the like) must be removed from the Exhibition Hall following setup and shall not be brought back into the hall until time for removal of the exhibit. All such transportation materials must be stored in Exhibitor's vehicles or in some other off-site location at the Exhibitor's expense.

h) If set-up is permitted at the Exhibition Hall the evening prior to the GCFFS, Exhibitor assumes all responsibility for its display materials and merchandise. The B.U.F.F., the FSC, and the Exhibition Hall accepts no liability for the safety or security of such items stored overnight in the Exhibition Hall.

i) Neither B.U.F.F. nor the Exhibition Hall will provide insurance coverage of any kind for Exhibitor's personnel, materials, equipment and the like. Such insurance is solely the responsibility of the Exhibitor.

j) Exhibitor's use of the Exhibition Hall Wi-Fi for its internet connection is at Exhibitor's own risk. Neither the Hall nor B.U.F.F. will be liable for any data breaches or security issues that may occur. If Exhibitor uses any POS (Point of Sale) System that connects to the internet through the Hall Wi-Fi, we recommend Exhibitor ensures its System uses a secure protocol.

3.0 Indemnification:

Exhibitor shall protect, indemnify, and hold harmless, B.U.F.F., its members, officers, directors and associated volunteers or affiliates, the Exhibition Hall and any of its subsidiaries or affiliates and their employees, workmen, servants, or agents of and from any loss, cost, damage, or expense arising from any and all claims, actions, suits or allegations for damages to person, property, or loss of use, which relates, emanates, or in any way pertains to the GCFFS unless such damages or injury is due solely to the negligence of the B.U.F.F.. Exhibitor shall be liable for reasonable attorney's fees of B.U.F.F. and all costs of litigation associated with enforcement of the obligations set herein.

4.0 Taxes: Exhibitor is solely responsible for compliance with all applicable state, federal and local taxes including, but not limited to, sales taxes and income taxes.

5.0 Force Majeure:

In the event the Exhibition Hall or any part of the exhibit area thereof are unavailable whether for the entire event or a portion of the event as a result of fire, flood, tempest, an act of God, or any other such cause, or as a result of government intervention, malicious damage, acts of war, strike, lockout, labor dispute, riot or any other cause of agency over which the B.U.F.F. has no control, or if the B.U.F.F. decides that because of any such cause it is necessary to cancel, postpone or re-site the GCFFS, or reduce the installation time, show time or move-out time, the B.U.F.F. shall not be liable to indemnify or reimburse the Exhibitor in respect of any damage or loss, direct or indirect, arising as a result thereof. It is agreed the B.U.F.F. reserves the right to retain such parts of the payments made by the Exhibitor as may be needed to cover all expenses incurred by the B.U.F.F. incidental to the opening of the GCFFS up to the time of any cancellation.

6.0 Amendments: The FSC shall have the right to make such amendments to these rules that are reasonable and necessary.

7.0 Set-up and Exhibit Hours:

a) The availability of the Exhibition Hall for set-up on the day prior to the Show is contingent on availability of the Hall. If available, the FSC will notify Exhibitor of such and the hours available.

b) The Exhibition Hall will be open for set-up on the day of the show at 7:00 AM.

c) The GCFFS is open to the public during the hours of 9:00 AM to 4:00 PM

d) Tear-down of exhibits may begin at 4:00 PM and must be completed in an expeditious manner.