

# UTAH NARCOTIC OFFICERS ASSOCIATION



## 2019 Vendor Contract

### 28th ANNUAL UTAH NARCOTIC OFFICERS CONFERENCE

August 13 – 15, 2019

Dixie Center

1835 S. Convention Center Dr.

St. George, Utah 84790 (435) 628-7003

#### **APPLICATION AND CONTRACT FOR BOOTH SPACE:**

The undersigned APPLICANT, agreeing to be legally bound hereby, applies for booth space for the 28th ANNUAL UTAH NARCOTIC OFFICERS ASSOCIATION CONFERENCE described above, subject to terms, conditions and requirements stated herein.

The UNOA, upon its written acceptance of the Application and Contract, is to assign booth space to the Applicant under all of the terms, conditions and requirements in aforesaid.

I will pay \$500 for a booth, and if needed an additional \$250 for extra space with that booth (an extra table), In addition, I also agree to donate \$100 worth of items for prizes to give away at the conference. For questions concerning vendor space or retail sales, please contact Dave Jenson, UNOA 2<sup>nd</sup> Vice President, at (801) 641-8698. It is the vendor's responsibility to maintain their own vendor space and items being offered for retail sales.

Vendors will be offered the same room rate as attendees. It will be the vendor's responsibility to make reservations with the resort. Vendors may reserve rooms at a pre-discounted room rate, through one of the following links: [Book your group rate Fairfield Marriott](#) [Book Your Discounted Rate at Hyatt Place](#) [Book your discounted rate at The Holiday Inn](#) [Book Your Discounted Rate at Hilton Garden Inn](#)

#### **UNIFORM CONDITIONS FOR EXHIBITING:**

1. The vendor exhibit area will be available for setting up from 1:00 pm to 5:00 pm on Monday, August 12<sup>th</sup>, 2019.
2. The vendor exhibit area will be open Monday night August 12<sup>th</sup>, from 6:00 pm to 10:00 pm, for registration & Vendor night. Vendors must break down their displays and vacate the vendor area by 5:00 pm August 15<sup>th</sup>. Vendors are welcome to stay through the end of the conference.
3. All scheduled breaks will be held in the exhibit area. The vendor area will be in the lobby of the conference center, which is not secure. All vendors are responsible for their own booth security. (1 of 3)

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4. Only authorized conference participants, speakers and exhibitors will be admitted into the exhibit area. The names of authorized representatives shall be furnished to the exhibit manager by August 4<sup>th</sup>, 2019.
5. The conference committee and hotel management cannot guarantee exhibitors against loss or damage of any kind. All vendors will be responsible for their own booths.
6. Exhibitors must refrain from pasting, nailing or otherwise attaching any signs or other display material to the walls, doors, backdrops, etc., in any way that may deface them. Any damage incurred will be paid by the exhibitor.
7. Exhibitors should not project beyond the space allotted and should not obstruct the view of, or interfere with the exhibits of others.
8. To avoid infringing on others, all interviews, demonstrations, distribution of literature, etc, should be conducted at the exhibitor's table.
9. Exhibitors with noisy electrical devices, sound producing movies, or other exhibit or devices, which may interfere with other exhibitors, may be asked to accept specific booth assignments to reduce any interference.
10. Special written arrangements with the conference manager should be made in advance if two or more firms wish to exhibit in a single space, paying at the rate of \$350 per firm.
11. An exhibitor wishing to release their assigned space prior to July 31<sup>st</sup>, 2019 and after their application has been processed, should do so in writing.
12. Only those firms who have engaged exhibit space will be allowed to display advertising material or signs and make solicitations for business.
13. Approval by the conference manager should be made in advance if prizes, contests, or drawings are to be used.
14. Infractions of these conditions on the part of the exhibitor, or any of his/her representatives, may subject them to dismissal from the exhibitor's hall. In this event, no demand for redress will be made by the exhibitor or representative.
15. Space is leased with the understanding that the conference and Dixie Center will act for the exhibitor only in the capacity of agent, and not as principal. The conference and Dixie Center assume no liability whatsoever, for the damages resulting from any act of omission or commission in connection with said agency. The exhibitor and representatives hereby release the conference, sponsoring agencies, and Dixie Center from any or all liabilities for loss ensuing from any cause whatsoever.
16. As a vendor, I agree that the Utah Narcotic Officers Association will be held harmless and not liable as the result of any of my actions as a vendor or the sale and subsequent use of any of my material or goods.
17. Retails sales will be available this year. No permits will be required from St. George and it's the vendor's responsibility for all applicable sales taxes.
18. Additional equipment may also be available from the Dixie Center. It is the vendor's responsibility to contact the center at the above listed number to make arrangements for additional equipment if it is needed.

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**Communications and completed applications pertaining to this conference should be addressed to:**

UNOA  
PO Box #2398  
1123 N. Fairfield Rd.  
Layton, UT 84041

ATTN: Vendors  
Should you have any question, please contact:

UNOA 2<sup>nd</sup> Vice President  
Dave Jenson  
(801) 641-8698  
<mailto:djenson@updsl.org>

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