



COMPANY / INTERNAL CONTACT

ADDRESS

CITY/STAT/ZIP

PHONE

E-MAIL

EVENT CONTACT NAME

2017 MIDWAY VENDOR SPACE RENTAL AGREEMENT

RETURN COMPLETED FORM TO: VENDORS@MFGSERIES.COM OR FAX (816) 817-1011 | FOR QUESTIONS CALL 816-246-8866

Write an [X] next to the Menards Chevy Shows you will be attending

Circle size of each event attending & place total on far right

MENARDS CHEVY SHOW

ATTENDING	TRACK	LOCATION	DATE	DAYS	20'	40'	60'	80'	100'	150'	TOTAL
	VIRGINIA MOTORSPORTS PARK	PETERSBURG, VA	MAY 19-21	2	\$ 300	\$ 400	\$ 500	\$ 650	\$ 700	\$ 800	
	TEXAS MOTORPLEX	ENNIS, TX	JUN 18	1	\$ 240	\$ 320	\$ 400	\$ 520	\$ 560	\$ 640	
	THUNDER VALLEY RACEWAY PARK	NOBLE, OK	JUN 24	1	\$ 300	\$ 400	\$ 500	\$ 650	\$ 700	\$ 800	
	MAPLE GROVE RACEWAY	READING, PA	JUL 14-16	3	\$ 300	\$ 400	\$ 500	\$ 650	\$ 700	\$ 800	
	BANDIMERE SPEEDWAY	DENVER, CO	AUG 13	1	\$ 300	\$ 400	\$ 500	\$ 650	\$ 700	\$ 800	
	WILD HORSE PASS MOTORSPORTS PARK	CHANDLER, AZ	SEP 2	1	\$ 300	\$ 400	\$ 500	\$ 650	\$ 700	\$ 800	
	NEW ENGLAND DRAGWAY	EPPING, NH	SEP 9-10	2	\$ 300	\$ 400	\$ 500	\$ 650	\$ 700	\$ 800	
	BRISTOL DRAGWAY	BRISTOL, TN	SEP 8-10	3	\$ 350	\$ 450	\$ 550	\$ 700	\$ 750	\$ 850	
	AUTOCLUB FAMOSO RACEWAY	BAKERSFIELD, CA	SEP 16-17	2	\$ 300	\$ 400	\$ 500	\$ 650	\$ 700	\$ 800	
	HEARTLAND PARK TOPEKA	TOPEKA, KS	OCT 7	2	\$ 300	\$ 400	\$ 500	\$ 650	\$ 700	\$ 800	
	GATEWAY MOTORSPORTS PARK	MADISON, IL	OCT 13-14	2	\$ 300	\$ 400	\$ 500	\$ 600	\$ 700	\$ 800	
	THUNDER ROAD RACEWAY	SHREVEPORT, LA	NOV 11	1	\$ 300	\$ 400	\$ 500	\$ 650	\$ 700	\$ 800	
TOTAL											

PAYMENT METHOD	(Circle One)	VISA	MC	DISC
NAME ON CARD				
CARD #				
EXP DATE / SEC CODE				

Charges applied 30 days prior to selected events. All payments must be settled in advance of each event.
SEE PAGE 2 FOR CANCELLATION POLICY & VENDOR GUIDELINES

FOR OFFICE USE ONLY	
DATE REC'D	
BY	
PAYMENT	
INSURED	

2017 MENARDS CHEVY SHOW VENDOR GUIDELINES

VENDORS ARE REQUIRED TO HAVE LIABILITY INSURANCE AT EACH EVENT.

- Comprehensive limits listed on the policy must cover \$1,000,000 for each occurrence, \$2,000,000 general aggregate.
- Two (2) Certificates of liability are required naming Manufacturers Series, LLC and the host track as additionally insured parties (See page 3).
- Insurance can be purchased at www.fastcov.com to cover event participation

QUESTIONS Call Forward Sports Marketing
816-246-8866

CONTRACT

Use the 2017 Space Rental Agreement to reserve display space on the midway for Menards Chevy Show events. The form must be filled out completely and returned by e-mail or fax to the contact information listed on the form. Credit Cards will be charged approximately thirty (30) days prior to the event. **ALL CHECKS SHOULD BE PAYABLE TO THE HOST TRACK.**

CANCELLATION POLICY

There will be no refunds issued TEN (10) DAYS prior to the scheduled event upon cancellation. You may transfer paid reservation to another event on the schedule. NO REFUNDS FOR NOT SHOWING.

MIDWAY VENDORS

Midway vendors are only permitted to sell new merchandise at Menards Chevy Shows. The sale of guns, knives, martial arts weapons, fireworks, ammunition, adult items, drug paraphernalia is prohibited. Food or beverage items must be arranged through each host track directly.

ART & COLLECTIBLE VENDORS

Art & Collectible vendor spaces are for companies offering die cast collectible cars, Matchbox, Hot Wheels, toys, artwork, jewelry, etc. This does not include hats, t-shirts, jackets, umbrellas, ear plugs, sunglasses, chairs or new & used automotive parts. Art & Collectible vendors will receive at 10% discount for each event reserved.

SWAP MEET VENDORS Swap meet vendors are only permitted to sell USED merchandise at Menards Chevy Show events. The sale of guns, knives, martial arts weapons, fireworks, ammunition, adult items, drug paraphernalia is prohibited.

SETUP & TEAR DOWN

Menards Chevy Show staff will send event specific setup details 7-10 days prior to the event. Display setup shall be completed by 5:00 PM on the designated setup day. Tear down of displays is not permitted until 5:00 PM on the last day of the show unless instructed by on-site staff.

DISPLAY SPACE REGULATIONS

Spaces are traditionally 30' in depth at most facilities. Dimensions can vary at each facility. Sponsors and vendors are required to maintain display space in a neat and professional manner. If a vehicle is used for display or storage, vendors are required to purchase sufficient space to accommodate. All display elements must fit in the assigned space and not encroach on walkways or other displays.

SPACE ASSIGNMENTS

Vendor space assignments will be assigned in order of receipt of reservation and payment. Assignments will be made in the following priority: 1. Sponsors 2. Vendors pre-registered and paid in full for multiple events. 3. Vendors pre-registered and paid in full for a single event. We will work individually with vendors to handle special requests.

CREDENTIALS AND PARKING

Credentials will be issued on setup day upon arrival, verification of payment and signature of waiver and release form. Credentials for workers based on display size:

10-30 feet = 4 credentials and 2 parking passes

40-60 feet = 6 credentials and 3 parking passes

70 feet + = 8 credentials and 4 parking passes

APPAREL SALES

Apparel Sales are prohibited at Menards Chevy Show events per an exclusive merchandise agreement with Green Mountain Monogram for apparel sales at all events. No vendor will sell hats, shirts or other apparel without written approval from Menards Chevy Show. The Menards Chevy Shows reserve the right to have a vendor remove any competing merchandise.

GENERATORS

If electricity is needed, vendors must supply their own generators.

SPECIAL TAX

Vendors are responsible for charging the appropriate sales tax at each event

Vendors attending events at Virginia Motorsports Park must obtain a Special Event Vendor License for an additional fee prior to the event.



CERTIFICATE OF LIABILITY INSURANCE

OP ID: LS

DATE (MM/DD/YYYY)
03/26/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER [REDACTED]	CONTACT NAME	
	PHONE (A/C No. Ext.)	FAX (A/C No.)
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED [REDACTED]	INSURER A:	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X	[REDACTED]	09/06/2013	09/06/2014	EACH OCCURRENCE \$ 1,000,000 \$ 100,000 \$ 5,000 \$ 1,000,000 \$ 2,000,000 \$ 2,000,000
A	[REDACTED]		[REDACTED]	09/06/2013	09/06/2014	\$ 1,000,000
B	[REDACTED]	N/A	[REDACTED]	09/07/1914	09/07/2013	\$ 500,000 \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
ADDITIONAL INSURED -VENDORS FORM CG7139 IS APPLICABLE PER ATTACHED.

CERTIFICATE HOLDER	CANCELLATION
MANUFACTURERS SERIES, LLC. 7815 KARL MAY DR WACO, TX 76708	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
CERTIFICATE HOLDER 1: MANUFACTURERS SERIES, LLC.	AUTHORIZED REPRESENTATIVE [REDACTED]

ACORD 25 (2010/05)

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PRODUCER [REDACTED]	CONTACT NAME	
	PHONE (A/C No. Ext.)	FAX (A/C No.)
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED [REDACTED]	INSURER A:	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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A	[REDACTED]		[REDACTED]	09/06/2013	09/06/2014	\$ 1,000,000
B	[REDACTED]	N/A	[REDACTED]	09/07/1914	09/07/2013	\$ 500,000 \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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ADDITIONAL INSURED -VENDORS FORM CG7139 IS APPLICABLE PER ATTACHED

CERTIFICATE HOLDER	CANCELLATION
[REDACTED]	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
CERTIFICATE HOLDER 2: HOST RACE TRACK	AUTHORIZED REPRESENTATIVE [REDACTED]

ACORD 25 (2010/05)

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