



Steelhead Expo + Derby Vendor Rules

Expo Time: The 2025 Steelhead Expo will run Friday, January 10 from 4pm-8pm, Saturday, January 11, from 11am-6pm, and Sunday, January 12, 10:00am-3:00pm.

1. Vendors may set up Thursday 8am - 5pm. Set-up must be completed by 12pm on Friday.
2. Vendors should be in place and their vehicles must be parked by the start of the expo each day.
3. Tear down begins no earlier than expo closing time.
4. If a vendor sells out prior to the end of the expo day, the vendor booth must stay intact until closing.
5. Booth Space: Booth fees entitle vendors to a 10'x10' booth space; a limited number of larger spaces are available upon request and at an additional fee.
6. Booths will be identified with a sign bearing the vendor's business name. Booths shall be kept clean and orderly during expo hours. Vendors are responsible to clean up assigned space (including removing incidental trash) during normal period of expo operations, including setup and tear down. Booth locations are made at the discretion of the expo manager.

Exhibitor Conduct:

Exhibitors must check in prior to beginning booth construction.

Consumption of alcohol is permitted inside the facilities only inside of the ballroom area.

Exhibitors and non-profit organizations are prohibited from soliciting other vendors for donations.

Pets (including dogs) are not allowed in the show. Accommodations will be made to service animals and businesses that utilize animals as a part of their daily operations. Approval will be required prior to the event; service animals are exempted from the prior approval condition.

We do not allow printed or other materials to be placed on vehicles located within Hells Canyon Grand property. Banners may only be hung within the contracted exhibit space unless prior approval has been obtained.

Parking:

Vehicles parked in fire lanes may be towed if ordered by the Hells Canyon Grand or the fire department. Attempts will be made to notify the vehicle owner if possible.

Local Regulation Compliance:

All exhibits must fully comply with any applicable city, county, state and federal ordinances and regulations. All necessary licenses, inspections and/or permits required by law for the installation or operation of an exhibitor's display shall be obtained by the exhibitor at the exhibitor's expense prior to the opening of the Show.

All decoration must be fire retardant. Lewiston Fire regulations must be adhered to, and each exhibitor is responsible for seeing that their display meets with the fire marshal's regulations and approval. No food booths and products.



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Insurance:

Upon execution of the Agreement and prior to the Vendors set up at the Steelhead Expo it is advised that the Vendor carry commercial general liability insurance on ISO for CG 0001 (or substitute form providing equivalent coverage). Any uninsured expenses, resulting from the exhibitor's participation, incurred during the event will be the sole responsibility of the exhibitor.

Hold Harmless Agreement:

Exhibitor agrees to indemnify and hold harmless Steelhead Expo and its agents against all claims, fees, losses, suits, damages, judgments expense, costs, and charges of any kind resulting from Exhibitor's occupancy of the exhibit space or its environs, for any reason or resulting from personal injuries, death, property damages or any other cause sustained by the exhibitor, or its officers/agents.

- The Steelhead Expo is not liable for theft, damage, lost articles, etc. The Steelhead Expo event space will be locked during non-event hours, and is secured by a 24 hour in-house surveillance system.
- In the event an Exhibitor defaults on any of the terms and regulations contained in this agreement, and as a result the Steelhead Expo must employ attorneys, the exhibitor shall reimburse Steelhead Expo for attorney's fees.

Right of Removal:

The Steelhead Expo reserves the right to void this contract, for cause, and refund the Exhibitor's payment. Refunds will not exceed the amount paid directly to the Steelhead Expo at the time of revocation. However, failure to fulfill Exhibitor obligations may result in the forfeiture of any payments made to the Steelhead Expo. All rules governing the show will be interpreted and determined by the Show Manager. Causes for removal include but may not be limited to:

- Exhibits not promoting purposes/products listed in the Exhibitor's contract.
- Inappropriate conduct - The Steelhead Expo is a family event that maintains a professional, welcoming atmosphere.
- Failure to comply with the above-listed regulations.
- Unprofessional behaviour
- Verbal abuse or conflict with event staff, vendors, or attendees.