

Wisconsin Public Television reserves the right to determine all booth locations.

Exhibitors are subject to all Terms and Conditions of the Garden Expo. Read the separate Terms and Conditions sheet and sign the release on the other side of this form.

business name _____

address _____

city _____ state _____ zip _____

contact (full name) _____ phone _____

company Web site URL _____ fax _____

e-mail address _____

product / booth topic (must be related to gardens, lawns or landscapes) _____

non-profit organization registration 2018

 WISCONSIN PUBLIC TELEVISION

GARDEN EXPO

Garden Expo 2018

February 9-11 Friday 12-8 / Saturday 9-6 / Sunday 10-4

Exhibition Hall / Alliant Energy Center / Madison

presented by Wisconsin Public Television and UW-Extension-Horticulture

Kristin Korevec/Special Events Manager
Wisconsin Public Television
821 University Avenue
Madison, WI 53706

608. 262. 5256 telephone
608. 890. 4571 facsimile
gardenexpo@wpt.org
wigardenexpo.com

all registration forms are available as PDFs at wigardenexpo.com

booth information

please be sure to indicate the booth quantity.

Standard booth includes a 10 foot by 10 foot area with one 8 foot table, two chairs and a white fabric backdrop on metal piping. You may purchase additional equipment and electricity through the Alliant Energy Center. After October 1, go to the Alliant Energy Center website at alliantenergycenter.com and click on *Exhibit* to order booth services online.

fee information

50% of registration fees are refundable if cancellation is received prior to October 31, 2017. After that date, cancellations are not refundable. Exhibit registrations are confirmed by letter upon receipt of your payment.

check here if you are registering a non-profit organization that will be selling items or services at the event. Because non-profits receive significantly reduced booth rates, a 10% commission fee applies to all sales. Fees are due to the address above within 10 days following the event. Commission fees do not apply to organization memberships.

booth fees and quantity

number of booths needed _____ @ \$120 for each standard booth \$ _____ total

Exhibitors will receive 2 free one-day tickets for guests. Tell us how many additional one-day tickets you would like to purchase for \$7.00 each.

I need additional one-day tickets at \$7.00 each \$ _____

Tell us how many 3-day exhibitor passes you need for your staff working at the show.

A maximum of 20, free 3-day passes will be mailed with your confirmation packet three weeks prior to the event. If you need more than twenty, up to 10 additional passes can be purchased for \$7.00 each.

I need free passes. I need additional passes @ \$7.00 each. \$ _____

One parking pass per exhibitor will be mailed with your confirmation packet. Until January 31, 2018 additional 3-day event parking passes can be purchased for \$20 each.

I need additional parking passes @ \$20 each. \$ _____

See other side for payment and signature release.

booth signs/event program

Booth signs (11" x 17" white card stock) will be provided. Please print EXACTLY how your business name and city name should appear on the sign and in the event program.

business name _____

city _____

release

UNDER NO CIRCUMSTANCES
may an exhibitor re-sell, sub-lease or loan Garden Expo booth space with any other business, organization or person.

You can submit a proposal to present a seminar or demonstration. Sign-up deadline is September 15, 2017. Please complete the separate proposal form.

exhibitors are subject to all Terms and Conditions of the Garden Expo.

- read the Terms and Conditions (see separate sheet)
- sign below (your signature is required for participation)
- keep the Terms and Conditions sheet for your records

The Exhibitor agrees to indemnify and hold harmless Friends of Wisconsin Public Television, Inc. (WPT), its employees, agents, successors and assigns from claims arising out of its participation in the 2018 Garden Expo, including claims caused by the negligence, errors or omissions of the Friends of WPT.

Friends of WPT will not be liable for injuries to, or loss or damage to property of, the Exhibitor, its employees, agents, guests or attendees, arising out of the 2018 Garden Expo, including but not limited to injuries, losses, or damage due to theft, vandalism, fire, smoke, water from any source, electric current or failure of same, weather, or defects in booths, tables, or other equipment.

By signing this **release**, the undersigned warrants that he or she has read its terms and agrees to be bound thereby.

signature _____ date _____

payment and fee information

50% of registration fees are refundable if cancellation is received prior to October 31, 2017. After that date cancellations are not refundable. Exhibit registrations are confirmed by letter upon receipt of your payment.

\$
_____ **grand total from other side**

- check enclosed payable to **Garden Expo** Visa Mastercard

Thank you. Sign this form and fax or mail it with full payment to Kristin Korevec. Contact information on the front.

.....
card number _____ expiration date _____ 3-digit security code _____

signature _____ print name as it appears on card _____

billing zip code _____