

2024 BTP INTERNATIONAL CAMPOREE EXHIBITOR CONTRACT

ADVENTIST EDUCATION – ENERGY HALL

THE CREATION STATION

Gillette, Wyoming, USA -- August 5-11, 2024

Please Print or Type (*Required information)

Date _____, 20____

*Name _____

*Representative _____ Telephone (____) _____

*Address _____ *City _____ *State _____ *Zip _____

*E-mail Address _____ *Cell Phone (____) _____

*Signature _____ Fax (____) _____

PLEASE READ THIS ENTIRE DOCUMENT (PP 2-4) COMPLETELY BEFORE SIGNING THIS AGREEMENT.

We hereby agree to occupy and pay the deposit for the exhibition space at Chosen International Camporee to be held at Gillette, Wyoming, August 5-11, 2024. We also agree to follow all the guidelines as stated in the Camporee brochure and on pages 3 and 4 of this contract.

Booth Size Desired

____ 10x10 ____ 10x20 ____ 10x30 ____ 20x20 ____ Corner Booth (as available)

Refundable Deposit \$250 (\$50 refundable cleaning deposit included)

PAYMENT TERMS: Full deposit must accompany this contract. Make checks payable to BTP. This payment is refundable after Sept. 1, 2023. Cancellations made after June 1, 2024 will not be refunded. This payment **does not** include your **\$225.00** Camporee registration ticket.

Mail to: Attn. Marc Grundy, NAD Education Camporee Task Force, 9705 Patuxent Woods Dr., Columbia, MD 21046
(Questions, please call Marc Grundy at (888) 580-4723 or email to marc@adventistcolleges.org)

*SERVICE/HONOR/ACTIVITY OR SPECIAL INTEREST AREA:

Please list in detail the service, honor, activity or special interest area. They MUST meet BTP approval.

Honor ____ Yes ____ No. If yes, name Honor: _____

Description of Honor: Please write a short paragraph describing your booth (to be included in the newsletter and website).

If your honor is being taught as a class, please select from the following options:

- ☐ for 2 ½ hours, 3 classes per day | Tuesday 12:00, 2:30 Wed-Fri 9:00, 11:45, 2:30 Sabbath 1:00 (if appropriate)
☐ for 2 hours, 4 classes per day | Tuesday 12:00, 3:00 Wed-Fri 9:00, 11:00, 1:00, 3:00 Sabbath 1:00, 3:00 (if appropriate)
☐ Other: _____

Activity ____ Yes ____ No. If yes, name Activity: _____

Description of Activity: Please write a short paragraph describing your booth (to be included in the newsletter and website).

Special Interest Area ____ Yes ____ No. If yes, name Special Interest Area: _____

Description of Special Interest Area: Please write a short paragraph describing your booth (to be included in the newsletter and website).

Specific needs: # ___ 8ft Tables # ___ Folding chairs ___ Water ___ Electricity
 Electrical needs: _a_ Standard 120V/750W " ___ High electrical power (usage fee may be assessed)
 Additional needs: _____

NEW INFORMATION: Does the Exhibitor carry items that include names or logos owned by the Church? (including the name Seventh-day Adventist, Adventist, the logo, Pathfinders, the Pathfinder logo...)

If so, does the exhibitor have a license from the General Conference Corporation to use the trademarks?

If not, the exhibitor should be directed to work with the local conference to get a license from the General Conference Corporation (contact Justin Baham at bahamj@gc.adventist.org for more information).

APPLICATIONS FOR SPACE should be made directly to Believe the Promise (BTP). BTP – Adventist Education Energy Hall reserves the right to make rearrangements of floor plans, layouts, etc., and relocate any exhibit. The exhibitor agrees that any such rearrangement or relocations shall not nullify the exhibitor's obligation to pay the contract amount.

CONDITIONS

The following terms and conditions will govern the use and occupancy of the leased space covered hereunder and the exhibitor expressly agrees to be bound by, and comply with such conditions and authorizes BTP– Adventist Education Energy Hall to enforce such conditions as follows:

IMPORTANT INFORMATION:

Is the Exhibitor/Vendor selling items that include names or logos owned by the Church? (including the name Seventh-day Adventist, Adventist, the logo, Pathfinders, the Pathfinder logo...)

If so, does the Exhibitor/Vendor have a license from the General Conference Corporation to use the trademarks?

If not, the exhibitor/vendor should be directed to work with the local conference to get a license from the General Conference Corporation (contact Justin Baham at bahamj@gc.adventist.org for more information).

PRICE OF SPACE – No cost for use Energy Hall. Refundable deposit of \$250.00 is required. (\$50 refundable cleaning deposit included)

PAYMENT - Must be made in full and must accompany the completed signed contract. No partial payments or post-dated checks will be accepted. Payment must include the clean-up deposit. The payment for booth space is refundable. See cleaning of exhibit area for refunding conditions.

ELECTRICAL - Exhibit buildings are supplied with electric (maximum 750 watts). Written request for any increase of said electrical power must be made in writing through the Exhibit coordinator's office, and the increase of said electrical power must be accomplished by April 1, 2024. The exhibitor will pay BTP for all costs incurred in increasing electrical power to an assigned space as well as payment of set usage fee.

STANDARD BOOTH EQUIPMENT All standard indoor booths are furnished with an 8-foot backdrop of drapery material and two side dividers 36" high. No other equipment will be furnished.

PERMITTED DISPLAYS - Exhibitor may install at their own expense special signs, displays, counters, shelving, and similar items not to exceed 8 feet in height along the rear of the booth and 8 feet in height along no more than 1/4 of the side dividers from the rear of the booth. No material may be hung from the building structure (i.e. no wires from the building to rafters, no signs attached to the walls). Shelving, signs, etc., extending above the side dividers must be approved and have the backside thereof covered to the satisfaction of the Exhibit Coordinator. Noise-makers, flashing signs, disruptive audio, and other attention getting devices are o.k. as long as they do not disturb fellow exhibitors. No generators, air compressors, or other engine or motor driven equipment are allowed to be operated before 8:00 a.m. or after 8:00 p.m. in the outdoor exhibit display areas. Any use of air conditioners in the exhibit hangers is strictly prohibited. Failure to abide by these terms and conditions may result in immediate dismissal from the BTP camporee, without refund.

INSTALLATION OF EXHIBITS - May begin set up starting at 12:00 p.m. Monday, August 5, 2024.

HOURS - All exhibits shall be open from August 6, Noon to 5:00 p.m. and from 9:00 a.m. to 5:00 p.m. August 7 through August 9. Saturday, August 10 the hours will be 1-5 p.m. and must be Sabbath appropriate. Opens again at 10:00 p.m. to 12:30 a.m.

HONORS/ACTIVITY REIMBURSEMENT. The entity operating the Activity/Honor/Special Interest booth will receive up to \$800 total to cover expenses for operating Tuesday-Friday, August 6-9, 2024. Additionally, the entity running said Activity/Honor/Special Interest booth will receive up to \$100 total to cover expenses for operating on Sabbath (Saturday), August 10, 2024. *Should more funds be necessary, a petition to the Daytime Programming Director, Eddie Heinrich, will be required.

DISMANTLING OF EXHIBIT - The official closing of your exhibit may begin after the evening program Saturday, August 10 and must be completed by 12:00 noon Sunday August 11.

CLEANING OF EXHIBIT AREA - All aisles will be kept clean by BTP staff. Exhibitors are required to clean their booths at the close of each day. The Exhibitor will be responsible for any additional cleaning as is required and shall keep the space clean and orderly at all times. A cleaning deposit may be assessed, with only partial or no refund by BTP, after inspection at the camporee's end IF NOT CLEAN.

NO SMOKING - Smoking is strictly prohibited.

SHIPPING – Vendor/Exhibitor Name
1635 Reata Drive,
Gillette, WY 82718

This address cannot be used before July 28, 2024. Address need to be readable and must list all information as to whom is to receive it. Camporee will **NOT** be responsible if packages are shipped before this date or labeled improperly.

NO PETS OR BICYCLES- animals and bicycles are not allowed on the Camporee grounds.

VEHICLE ACCESS- Vehicles may be driven onto sites only during set-up and tear down sessions. Vehicles on site other than these times will be towed at the owner's expense and the cleaning deposit will be forfeited. At all other times all vehicles shall be parked in the assigned parking lot.

WYOMING STATE SALES TAX. It is your responsibility as the exhibitor to collect and pay sales. For information contact Garrette Frei at garrettfrei@wyo.gov or 307.682.6061

INSURANCE AND LIABILITY- BTP shall provide reasonable security services. However, BTP shall not be responsible for any damage or injury as may occur to the Exhibitor or to the Exhibitor's agents, employees, or property from any cause whatsoever during the period covered by this agreement and the exhibitor hereby expressly releases BTP from and agrees to indemnify it against any and all claims for such loss, damage, or injury. Without limiting the foregoing, BTP will not be held responsible for the loss of any exhibit or part thereof due to fire or lightening, windstorm or hail, smoke, explosion, riot or civil commotion, vandalism or malicious mischief, theft, burglary, robbery, hold-up, water damage, or any accident involving or damage to goods in transit, or for any injury that may occur to an Exhibitor or an Exhibitor's employee.
NAD Adventist School Exhibitors located in Energy Hall are covered by special insurance provided by the NAD Education Department.

Name of Exhibitor Representative

Signature

The above application is hereby accepted by the Believe the Promise International Camporee Energy Hall and Space # _____ has been assigned.

Energy Hall - BTP Authorized Signature _____

FOR OFFICE USE ONLY: Ck. # _____ Amt. \$ _____

Honor/Activity/Special Area of Interest - Important Information

Application Information

Complete the Honor/Activity/Special Interest Form found in the link below.

https://cye.formstack.com/forms/2024_btp_honors_activities_and_special_interests

GENERAL INFORMATION

1. You will need to provide your own qualified staff for your Honor/Activity/special interest booth.
2. All booths must meet the Camporee's insurance safety standards.
3. You will be responsible for secure storage of your supplies during non-operating hours.
4. You will be responsible for keeping your area clean during the Camporee and for cleaning your space after "tear down".
5. You will need to formally check in at the Daytime Activities office located in the Wyoming Center between 9:00 am-5:00 pm Sunday-Monday, August 4-5, 2024. At that time, you will receive:
 - o Final confirmation of your assigned location
 - o Your Daytime Activity Badge. (Can only be received from the Daytime Activities Office)
 - o Your Check-Out Procedure Packet

SETUP & TAKE-DOWN

Area set-up can begin on August 5, 2024, at 9:00. am.

1. Your area must be ready for inspection by 1:00 pm on Monday, August 5
2. All booths open at 12:00 PM, Tuesday, August 6, 2024.
3. The hours of operation for Honors and Activities are:
 - o Tuesday 12:00 PM - 5:00 PM
 - o Wednesday-Friday 9:00 AM - 5:00 PM
 - o Saturday 1:00 pm – 5:00 pm (Sabbath appropriate Activities only)
 - o If your Honor/Activity is not Sabbath appropriate, you may dismantle your area between 5:00 pm and 7:00 pm on Friday, August 9, 2024.
 - o All Activities are to be open through the lunch hour. Staff accordingly

DURING CAMPOREE

1. Because of limited seating for Honors, no more than twenty percent of your seating capacity may be used by individuals 18 and older if there are Pathfinders waiting.
2. Honor/Activity facilities will be locked at night. See your Zone Coordinator for specified times. Honors/Activities presenters located in outdoor locations will need to store valuables in a secure container or trailer.
3. Activity/Honor facilities will be open 2 hours prior to public access for adults (ages 18+), leadership, and TLT support staff with proper identification.
4. No one under age 18 will be allowed in the unless they are properly identified, before the official public access time.
5. Anyone who attempts to enter without proper identification will be escorted out of the zone and will not be allowed to participate in that zone's Honor/Activity.
6. If you have your Honor/Activity is located, you will have a Coordinator to whom you can direct your questions/concerns.

FUNDS

You may pick up your Honor/Activity subsidy checks on Friday, August 9, 2024, at the business office between 5:00-7:00 pm. (Checks will be made out to the contact person ONLY).

