



Pet Connection 2025 Space AGREEMENT

October 18th, 2025, from 9am—1pm at the Sartell Community Center —Sartell, MN

Space will be assigned randomly based on the overall flow of the event.

Space Participant Information:

Company _____ Official Contact _____
Address _____ City _____ State _____ Zip _____
Phone _____ Fax _____
Email _____ Website: _____

Space Cost and Payment:

☐ First Space 10' x 10' \$100.00 Qty. _____

A ☐ Additional Space 10' x 10' \$75.00 Qty. _____

☐ need power WiFi ☐

Total Amount Due with signed agreement \$ _____ Payment by _____ Cash _____ Check

NO CREDIT CARDS ARE ACCEPTED

What is Included:

- Advertising on Pet Connections web site
- Advertising on all social medias for Pet Connection
- Business Logo/information for all printed material
- MUST EMAIL jpg or png (transparent copy) LOGO to: Email: petconnectioncentral@gmail.com
- Vendor Guide flyer handed out at the door day of event
- In order to include your information about your company please provide a description of your service(s), product(s), etc.

- As well as: Website _____ Public Email _____
(if different from above)

- NAME YOU WOULD LIKE IN THE GUIDE _____

(Pet Connection 2025 reserves the right to limit the number of characters)

What is Required to provide by September 1st, 2025 to Pet Connection 600 1st Ave. NE Sartell, Mn 56377

- **Completed Space Agreement with selected choices**
- **Payment**
- **Copy of ST-19 (see #5 in General Space Rules & Regulations)**
- **Certificate of General Liability Insurance (see #6 in General Space Rules & Regulations)**
- **Signed copy of General Space Rules and Regulations**

Questions: Phone: 320.267.2639 Kelly or 218.969.2968 Raylene Fax: 320.774.1166

Email: petconnectioncentral@gmail.com www.petconnection.me

Pet Connection 2025 GENERAL Space RULES AND REGULATIONS

October 18, 2025, Sartell Community Center, Sartell, MN

1. DEFINITIONS (a) "Participant" means the applicant identified on the front hereof; (b) "Event" means the specific event identified on the front hereof; (c) "Hall Management" means the owner or manager of the facility in which the Event is conducted, and its employees and agents; and (d) "Hall" means the facility in which the Event is conducted.

2. AGREEMENT This application, when properly executed by Participant and upon written acceptance by Event Management, shall constitute a valid and binding license agreement. Pet Connection 2025 reserves the right to accept or refuse any application for participation in the Event. Pet Connection 2025 reserves the right to interpret this Agreement and to adopt further regulations as may be deemed necessary for the general success of the Event, including the conditions, rules and regulations stated herein, in the Sponsorship Materials and in the Hall Management contract, to which Pet Connection 2025 is or will be a party, and the Display Participant agrees to be bound thereby.

3. PAYMENTS 100% payment for the desired space(s) must accompany the agreement. Display Participant agrees to provide Pet Connection 2025 with a current check for Cash or expenses, charges or fees described herein and incidental Event fees not included herein.

4. HOURS OF DISPLAY/EARLY EXIT Display Participant agrees to keep its space(s) open and staffed during the Event hours of Saturday October 18, 2025, **9:00am—1:00pm**. Pet Connection 2025 reserves the right to adjust event hours. PLEASE DO NOT EXIT EARLY! If for an extenuating circumstance you must leave early you MUST notify Pet Connection 2025 staff at the event office.

5. SALES TAX REGISTRATION—Any business, individual, exhibitor, promoter or operator making taxable sales during the Event must be registered to collect the Minnesota Sales Tax before the Event begins. The current sales tax in the City of Sartell & state of MN 56377. The Application for Business Registration, Form ABR is available on the MN Department of Revenue website www.taxes.state.mn.us or by calling 651.282.5225. MN law requires that before the operator of a selling Event can rent space to a seller, exhibitor or business at the Event, the operator must have proof that the seller is registered to collect MN sales tax. Sellers, exhibitors or businesses that intend to sell at the Event are required to give the operator a completed Operator's Certificate of Compliance, Form ST-19, or other similar written statement for this purpose. If Form ST-19 is not provided can be fined a penalty of \$100 each day. Form ST-19 is available online at www.taxes.state.mn.us/forms/st19.pdf. Pet Connection 2025 will pass on any penalties to the non-compliant exhibitor, individual or business.

6. INSURANCE – MANDATORY A. Participant agrees to maintain adequate insurance to fully protect Pet Connection 2025 service contractors and the Hall and Hall Management from any and all claims, arising from Participant's activities including, but not limited to, the installation, operation and dismantling of Participant's display. The foregoing insurance requirement includes claims under the Worker's Compensation Act or for personal injury, death, or for damage to property. Exhibitor understands that neither Pet Connection 2025 nor the Hall maintains insurance covering the Participant's property and it is the sole responsibility of the Participant to obtain such insurance. **B.** Exhibitor is responsible for any and all damages caused by Participant or Participant's agents, employees or guests. Participant agrees to indemnify, defend and hold harmless Pet Connection 2025, its affiliates, subsidiaries, agents, assigns and employees from and against any liability for loss or damage of any kind, which Participant may directly or indirectly cause. **C.** Participants in the Event must carry: Statutory limits for workers' compensation coverage; and commercial general liability including products and completed operations, independent contractors' personal injury and blanket contractual liability insurance limits of at least \$1,000,000 per occurrence, \$2,000,000 aggregate. This coverage must be evidenced by a Certificate of Insurance with a 60-day notice of cancellation provision to the holder. The certificate must name Pet Connection and Sartell Community Center as additional insureds and be provided to Pet Connection by September 1, 2025.

7. DISPLAY TABLE MOVE IN, MOVE OUT No display will be allowed into or out of the Hall without an official clearance from Pet Connection 2025. The Participant must make its own arrangements for transportation of exhibits and packing material. Pet Connection 2025 cannot accept or sign for display items on behalf of the Participant. Set up of your Display Table(s) with removal of all boxes and crates must be completed by 8:30am Saturday October 18, 2025, agrees to return the Event space in as good and clean an order and condition as it was when delivered to the Participant. Participant will pay the cost of repairing any damage caused to the Hall facility by the Participant and/or its contractors. Any property remaining after 2:00pm May October 18, 2025, may be held or otherwise disposed of by Pet Connection2025 or Hall Management at the Participant's expense.

8. DISPLAY TABLE ACTIVITIES/NON-COMPETE CLAUSE Participant agrees not to schedule or conduct any outside commercial activity including, but not limited to, receptions, seminars, symposiums and hospitality suites during the Event, whether such activities are held at or away from the Hall facility, except with the written approval of Pet Connection.

9. USE OF SPACE Pet Connection reserves the right to decline, prohibit or expel any exhibit, or item or feature thereof which is inappropriate or out of keeping with the character of the Event, this reservation being all inclusive as to persons, things, printed matter, product, conduct, sound level, etc. Balloons, neon or other gas-based signs, noisy or obstructive exhibits or activities producing objectionable noise or odors are prohibited. Sound amplifying devices may not be used. No Display Participant shall arrange its space(s), products or demonstrations so as to obscure or prejudice adjacent Display Participants. No Display Participant shall assign or sublet or share any part of its assigned space without the consent of Pet Connection 2025 in writing. Any space(s) not occupied by Display Participant at the time set for completion of installation may be reassigned by Pet Connection 2025 and all prior payments by Exhibitor will be forfeited. Spaces) ARRANGEMENT – Failure to comply will result in the alteration or removal of the display at the Display Participant's expense. Display Participant shall be bound by all laws, codes and regulations of municipal, state or other authorities, having jurisdiction over the Hall or the conducting of said exhibit, together with rules and regulations adopted by Hall Management.

10. SPACE ASSIGNMENTS Pet Connection shall have the sole right to assign Spaces. Participant acknowledges and agrees

that Pet Connection may change the dates and/or venue of the Event without Participant's consent and that this agreement shall remain in full force and effect as to such changed dates and/or venue.

11. PERMISSIONS/FILMING AND VIDEO RECORDING RIGHTS/ELECTRONIC MESSAGES Photographs, motion pictures and/or video recordings may be made in the Event facility and may include images of Display Participants, its employees, agents and related merchandise and displays. Exhibitors may not hinder, obstruct or interfere in any way with such photography or recordings whether by Pet Connection 2025, its agents, attendees or other Display Participants, and hereby consents to Pet Connection 2025 use of such recordings for commercial purposes. To the extent necessary to fulfill Pet Connection 2025 express obligations hereunder, Exhibitor hereby grants Pet Connection a non-exclusive, royalty-free, revocable, non-transferable worldwide license (without the right to sublicense) to use Exhibitor's trademarks, service marks, logos, trade names, copyrighted content, hypertext links, domain names, graphic files and images. By providing Pet Connection 2025 the e-mail addresses set forth on the first page of this Agreement, Participant hereby consents to receiving unsolicited commercial e-mail messages from Pet Connection 2025, its affiliates, partners and assigns as well as third parties licensed to send such messages to Participant by any of the foregoing. Participant consents and agrees to receive facsimile advertisements and/or telephone solicitations sent or initiated by or on behalf of Pet Connection 2025 and directed to the facsimile number and/or telephone number provided above.

12. LIABILITY Participant agrees that Pet Connection 2025, Pet Connection 2025's service contractors, the Hall and their representatives, employees and agents are not liable for any injury, loss or damage that may occur to Participant, or to Participant's employees, agents, guests or property from any cause whatsoever, prior to, during or subsequent to the period covered by this Agreement. Participant assumes responsibility and agrees to indemnify, defend and hold Pet Connection 2025 and agents harmless from and against any claims or expenses arising out of the use of the exhibition premises. Participant assumes all responsibility and liability for losses, damages and claims arising out of injury or damage to, or caused by, Participant's displays, equipment, employees or representatives. In no event shall Pet Connection 2025 or any of its affiliates be liable for any special, incidental, indirect, punitive or consequential damages arising out of or in connection with this Agreement. The liability of Pet Connection 2025 and its affiliates and Participant's remedy for any claim of loss or damage arising from or related to this Agreement, regardless of the form of action, shall be limited to one-half of the fees paid to Pet Connection hereunder.

13. CANCELLATION All cancellations, withdrawals or requests for reduction in space by Participant must be before September 30, 2025, in writing. If Participant cancels, withdraws or reduces its space requirements for the Event, Participant agrees to pay to Pet Connection 2025 the amounts set forth below if not previously paid by Participant. Such payment shall be liquidated damages and not a penalty, and the parties agree that such amounts constitute a reasonable provision for liquidated damages. If approved by Pet Connection, participants shall be refunded all amounts more than 75% of the Space(s) fee, which sum shall be retained by Pet Connection 2025 in full supplement and satisfaction of any claims of loss or damage sustained by it as a result of such cancellation. No refunds will be given for cancellations which are received after September 30, 2025. Cancellation fees cannot be applied to any other event or advertisement. Exhibitor expressly agrees to pay Pet Connection 2025 the full sum set forth on the front hereof. Exhibitors shall remain liable for the full balance under the terms of the Agreement together with all costs of collection including, but not limited to, all reasonable attorneys' fees, court costs and interest. Event Management will not be liable for the fulfillment of this Agreement as to the delivery of exhibit space if non-delivery is due to any of the following causes: by reason of the Hall being damaged or destroyed by fire, act of God, public enemy, war or insurrections, strikes, the authority of the law, postponement or cancellation of the Event, or for any cause beyond its control. Event Management will, however, in the event of its not being able to hold the Event for any of the above-named reasons reimburse Exhibitor on a pro-rata basis on any amount paid in, less any and all legitimate expenses incurred, such as but not limited to rent, advertising, salaries, operating costs, etc. If Event Management cancels or terminates the Event, for any reason other than stated above, the Exhibitor waives all claims it might have against Event Management for damages or expenses and Exhibitor agrees to accept in complete satisfaction and discharge of all claims against Event Management a refund of all amounts paid by the Exhibitor to Event Management in accordance with this agreement.

14. PROTECTION OF FACILITIES Nothing shall be posted, tacked, nailed, screwed, or otherwise attached to columns, walls, floors or other parts of the convention hall area without permission from the proper building authority and Event Management. Fluids, caustic or staining, must not be used where they may damage floor coverings. Packing, unpacking and assembly of exhibits shall be done only in designated areas and in conformity with directions of Event Management, convention hall manager or their staff.

15. RULES GOVERNING EXHIBITORS Any merchandise to be given away must be entirely free and without the requirement of any recipient of such prize or merchandise to make any purchase whatsoever from such exhibitor in order to qualify for the drawing. Any participant violating any lottery law or any State or Federal Law shall be subject to immediate legality. The participant shall immediately refrain from any procedure which, in the opinion of Pet Connection 2025 might be illegal and shall resume such activities only by signed approval from Pet Connection 2025 after proper clearance with the authorities. All points not covered herein are subject to Pet Connection decision. No other arrangements whether verbal or written, except by the signature of Pet Connection, will be recognized. Participants are required to comply, at their own expense, with requirements prescribed by any and all copyright laws.

16. SAFETY All display materials used for decoration must be flameproof. All electrical equipment or devices used in or about a display must be in good operating condition and able to pass fire and/or electrical inspections. Extra materials stored in your Display Table space must not block access to the exhibit or cover electrical wires or outlets. Exhibitors shall cooperate responsibly with local ordinances and Hall Management rules regarding health, fire prevention and public safety. If inspection of an Participant's Space(s) discloses a failure to comply with any applicable law, code or regulation, or if Pet Connection 2025 determines that all or any part of an exhibit presents a fire hazard or other danger, Pet Connection 2025 may cause the removal of all or a portion of such display at the Participant's expense.

17. ERRORS AND OMISSIONS Participant agrees that Pet Connection 2025 will not be liable in the event of any errors or omissions in the event's directory listing or in any related materials.

18. ASSIGNMENT This Agreement cannot be assigned, in whole or in part, without the written approval of Pet Connection 2025. Pet Connection 2025 may assign this Agreement without the prior written consent of Participant, and any such assignee shall become "Event Management" for all purposes hereunder and shall acquire all of the rights and obligations of Pet Connection 2025 hereunder.

19. SEVERABILITY If for any reason a court of competent jurisdiction finds any provision or portion of this Agreement to be unenforceable, that provision will be enforced to the maximum extent permissible so as to affect the intent of the parties, and the remainder of this Agreement will continue in full force and effect.

20. APPLICABLE LAW AND VENUE This Agreement shall be governed by Minnesota law without application of its conflict of laws principles. Any suit relating to this Agreement shall be instituted in a state or federal court in Minnesota, and the parties submit to the jurisdiction of any such court.

21. SELLER CODE OF CONDUCT - In the interest of healthy competition we ask that all Display Table Participants refrain from comments or conversations about competitors or other Display Table Participants.

22. ADDITIONS OR CORRECTIONS Pet Connection 2025 may amend these terms from time to time in the best interest of the Event upon written notice to Participant. Participants agree to accept notice of additions or amendments and to consider them as part of this Agreement.

We agree to abide by the conditions, terms, rules and regulations set forth in this agreement on the reverse side and we fully agree to comply with same. We will not use the name Pet Connection or its logos without prior written permission from Pet Connection Chairperson

Authorized Company Signature: _____ **Date:** _____

Printed Name _____ **Title:** _____

This will be a binding contract once it is accepted by the Pet Connection Chairperson. You will be sent a copy of this agreement after acceptance by Pet Connection.

Do Not Write Below this Line

☐ Copy of ST19 received ☐ Copy Application received

Payment ☐ received

Copy of Insurance Received ☐

Logo Image ☐ received

Pet Connection Chairmen _____ **Date:** _____