



Exhibitor Contract

SECURITY: The exhibitor is solely and fully responsible for its own display items and should insure them against loss or damage from any possible cause. All property of the exhibitor is understood to remain in his/her care, custody, and control while in transit to or within the confines of the exhibit area. The exhibit area will be locked during non-scheduled times.

PROPERTY DAMAGE: Exhibitors and/or agents must not injure or deface the walls or floors of the building, display area, furniture, or equipment held within. When such damage appears, the exhibitor is liable to NMCC. All materials used in decorating must be flame proofed. The exhibitors shall also comply with all reasonable requests of the officials of Northern Maine Community College with respect to installation, location, conduct and disassembly of its exhibit/display.

ELECTRICITY POLICY: Electrical wiring must conform to the National Electric Code Safety Rules, applicable fire laws, and additional laws which affect installation, location, conduct, and assembly of the exhibit area. NMCC reserves the right to inspect booths after set-up to ensure proper installation of extension cords and power strips.

- Cords should be Heavy Duty, 3-prong, grounded, 12 gauge cords.
- Cords must be in good condition; cannot be damaged or frayed.
- No plugging power strips into extension cords or plugging extension cords into power strips. Both must terminate at a receptacle.
- No taping down cords. A trip strip/concealer should be used over minor walkways or routed to avoid a walkway whenever possible. No crossing public walkways.

DRUG AND SMOKE FREE CAMPUS: The entire NMCC campus is smoke and tobacco free. Smoking and use of other tobacco products are prohibited on the NMCC campus. This prohibition includes vaping, medical or recreational marijuana, and THC products. The College, including campus, is subject to federal law that prohibits the possession or use of illegal drugs on college campuses. You will be responsible for all fees associated with violation of this policy, including damage caused by the smoking, stains, burns, odors, and removal of debris.

ENVIRONMENTAL RESTRICTIONS: Bonfires, fireworks, wish lanterns, and the release of balloons are strictly prohibited.

PARKING: Parking is in designated areas only and is strictly enforced. Tickets are issued for illegal parking by the Presque Isle Police Department. NMCC reserves the right to tow any vehicle not parked as required and the costs of towing shall be paid by violator.



Exhibitor Contract (continued)

FREIGHT POLICY: Any boxes shipped directly to NMCC for your display must be clearly labeled with “**North Country Convention**”. Please notify Angela Wardwell in advance of any shipment at nawardwe@nmcc.edu, with the number and size of boxes, and expected delivery date.

Ship to: **Northern Maine Community College**
 33 Edgemont Drive
 Presque Isle, ME 04769

INCLEMENT WEATHER: NEIWPC-C/JETCC reserves the right to cancel or modify any part or the whole of the North Country Convention in the case of inclement weather or other unforeseen circumstances.

CANCELLATION POLICY: If you must cancel, 100% of your cost will be refunded if done by March 19, 2025. 50% refund if your cancellation is received on or before March 24, 2025. JETCC is unable to offer any refunds for cancellations received after March 24, 2025.