

MTA Expo Rules

The Michigan Townships Association (MTA) reserves the right to reject any exhibit deemed offensive and reflecting unfavorably on township government or the Association.

MTA reserves the right to restrain any exhibits that, because of noise, operation method or other reason, become objectionable.

Unless prior written permission is received from MTA, the maximum height for all partitions and dividers must not exceed three (3) feet. These height limitations do not apply to displayed merchandise or to end-cap booths.

MTA reserves the right to restrain any exhibit materials or construction that obstructs the view of adjacent booths.

No helium balloons are permitted in the exhibit hall.

Open flame is not permitted. Fire regulations will be observed. All pertinent fire codes and laws, ordinances, and regulations pertaining to health, fire prevention and public safety shall be strictly observed. Fire exits cannot be blocked at any time—no exceptions. Use of crepe paper is not permitted and all decorative materials shall be fireproof. No flammable liquids will be permitted within the building.

Exhibitors displaying vehicles will be responsible for their own floor protection including drop cloths under engines and boards under tires. Vehicle must be five gallons or ¼ tank, whichever is less, of fuel. Vented gas caps need to be taped (sealed). Batteries are to be disconnected with the cable ends taped and wire-tied down to prevent them from contacting the terminal posts. All vehicles, even electric, should be diapered as they still have moving parts that are lubricated. 100% electric vehicles would be exempt from fuel controls. Electric/gas combo models would follow the rules and regulations for internal combustion engine vehicles (gas, diesel).

Exhibitors may not use the lobby entrance to the hotel for moving in exhibit materials. All exhibitors, equipment and materials must enter using the appropriate loading dock near the tennis courts and spa. Exhibitors shall be solely responsible for delivery, handling, setup and removal of their own displays and materials. Grand Traverse Resort does not supply labor or carts for setup.

All trucks, trailers and exhibit vehicles are required to park at the Grand Traverse Resort water tower parking lot, or as designated.

No merchandise may extend from the exhibit booth into the aisles. Aisles and doorways must remain unobstructed. Exhibitors are asked to maintain the appearance of their booths at all times.

Dispose of refuse in appropriate containers.

There will be NO SMOKING on the exhibit floor at ANY TIME.

Exhibitors and their representatives must wear official identification badges, supplied by MTA, while they are in the exhibit hall.

The exhibit hall will be locked overnight and MTA will provide physical security during certain hours the exhibit hall is not open. MTA and the Grand Traverse Resort cannot be held responsible for the security of any exhibits or belongings within or outside of the exhibit hall at any time. Exhibitors may contract additional security as necessary.

All exhibit materials should be shipped to Art Craft Display. Exhibit materials shipped to Grand Traverse Resort may be re-consigned back to Art Craft Display. Grand Traverse Resort will not be responsible for additional shipping charges and delivery delays that may result. Storage is NOT available for crates or excess exhibit material by the Grand Traverse Resort prior, during or after the show.

All electrical outlets must be supplied and installed by building personnel only. Utility ordering information will accompany your confirmation materials.

THE EXPO WILL OPEN AT 10:15 A.M. ON TUESDAY, APRIL 18. All set-up must be completed in time for the show opening. If an exhibit is not set up by 9:30 a.m., MTA reserves the right to assign that exhibitor's space to another company.

Each exhibit must be attended by a company representative at all times while the Expo is open. NO BOOTH MAY BE LEFT UNATTENDED AT ANY TIME DURING OFFICIAL EXPO HOURS.

ALL EXHIBITS MUST REMAIN INTACT UNTIL 1 P.M. ON WEDNESDAY, APRIL 19. MTA RESERVES THE RIGHT TO PENALIZE ANY EXHIBITOR NOT COMPLYING WITH THIS MOVE-OUT SCHEDULE. EXHIBITORS WHO MOVE OUT AFTER SCHEDULED HOURS WILL BE SUBJECT TO FEES FOR OVERTIME WORK.

Any damages to the building caused by exhibitors or their employees must be paid by the exhibitor. Exhibitors may not fasten any display fixtures to the building floor, or put nails, screws or tacks on the building walls. No signs, posters or other materials may be attached to any doors, walls or other areas of the Grand Traverse Resort.

The exhibitor assumes all responsibility and liability for losses, damages and claims arising out of injury, damage or theft to their displays, equipment and other property brought onto the premises of the Grand Traverse Resort. The exhibitor shall indemnify and hold harmless the facility, agents, servants and employees, and MTA from all such losses, damages and claims.

Exhibitors, by contracting for display space, agree to all rules and regulations of the Grand Traverse Resort management.

Should the premises for the show, in MTA's sole judgment, become unfit for occupancy, or should the Conference & Expo be materially interfered with by any act beyond the control of MTA, the contract for exhibit space will be terminated. MTA will not incur any liability for damages to an exhibitor as a result of such termination.