



## WYOMING VALLEY RUN EXPO

**Expo Date: Saturday, Aug. 31, 2024**

**Expo Location: Mohegan Pennsylvania, 1280 PA-315, Wilkes-Barre, PA 18702**

**Race Date: Sunday, Sept. 1, 2024**

### 2024 Expo Details

The Wyoming Valley Run Expo will take place on Saturday, Aug. 31, 2023, from 12 to 5 p.m. Race participants are required to pick up their race packets at the expo during this time. The expo is open to the public, including non-race participants. Expected attendance is in excess of 2,000 visitors.

### Booth Rental Information

Booth rental price includes:

- One 10' x 10' space
- Two (2) chairs
- One (1) table – 8-foot with linens
- Complimentary WiFi access
- One (1) flyer/coupon to be placed in race participant goody bags (approx. 1,500)

Booth rental price:

- 10' x 10' booth space - \$250

Booth rental fees are due with the application to reserve your space. You are expected to be at your booth for the full expo hours. Flyers/coupons must be delivered by Aug. 24 to be included in goody bags.

## 2024 Expo Registration

### APPLICANT INFORMATION

Exhibitor/Business Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Website: \_\_\_\_\_ E-mail: \_\_\_\_\_

Exhibit Day Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company Name As It Should Appear On Sign: \_\_\_\_\_

Do you plan to sell items?: \_\_\_\_ Yes \_\_\_\_ No

Tell us about your company! What are you promoting or selling at the Expo?: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Exhibit Space Selection

Initial next to the selection you agree to:

\_\_\_\_\_ \$250 – Basic setup fee for exhibitors. One 10' x 10' space, 8-foot table w/linens, two chairs, WiFi access. One coupon/flier placed in goody bags given to racers at packet pickup.

### Payment Method

The Wyoming Valley Run accepts check or cash.

Check # \_\_\_\_\_ (Make payable to AllOne Foundation)

Cash

**Complete your Expo Application and return it, along with payment, to:**

SCAN AND E-MAIL: [thewyomingvalleyrun@gmail.com](mailto:thewyomingvalleyrun@gmail.com)

MAIL: The Wyoming Valley Run, 930 N. Eaton Rd., Tunkhannock, PA 18657

WEBSITE: [thewyomingvalleyrun.com](http://thewyomingvalleyrun.com)

FACEBOOK: The Wyoming Valley Run

INSTAGRAM: @thewyomingvalleyrun

## 2024 Expo Rules & Regulations

1. Notice: Total booth rent must be paid by Aug. 15, 2024.

2. Hours: *Booth Set Up:* 9 a.m. to 12 p.m.    *Expo Hours:* 12-5 p.m.

*Exhibitor must be present throughout show and **may not break down before end of show.** You **MUST** move out at the conclusion of the Expo.*

3. ELIGIBLE EXHIBITS: The show management reserves the right to determine the eligibility of any company or products to exhibit/sell in the show. Due to building regulations, **sale of food products is prohibited.** For specific questions or requests, please contact The Wyoming Valley Run at [thewyomingvalleyrun@gmail.com](mailto:thewyomingvalleyrun@gmail.com).

4. SUBLETTING of space partially or in its entirety is not permissible.

5. CARE OF SPACE will be Exhibitor's responsibility, and the space will be surrendered at the close of the show in the same condition it was when taken over. In case of damage, the Exhibitor will pay such claims as are necessary to restore the space to its original condition.

6. ELECTRICITY: Provided by Mohegan at Exhibitor's request (additional cost of \$50 to be paid by Exhibitor.)

7. WIRELESS CONNECTION: Mohegan provides complimentary WiFi access to all Exhibitors. Mohegan and The Wyoming Valley Run are not liable for any data security leaks or breaches that occur as a result of connecting to the complimentary WiFi.

8. BOOTH DESIGN: Booth will be 10-foot by 10-foot with two chairs and one 8-foot table will be provided at no charge. Extra space, tables and chairs may be secured in advance for minimal fee.

10. SELLING POLICY-COSTUMES-SAMPLES: Sales may be made within the confines of the Exhibitor's area. Merchandise must be displayed within your booth space. Personnel in costumes or in uniforms shall not appear other than in their own display area. Sample catalogs, etc., may be distributed only in Exhibitor's area. NOTE: The Wyoming Valley Run, its name and its logo cannot be marketed in any form.

11. RELOCATION OF EXHIBITS: Mohegan and Wyoming Valley Run management reserve the right to alter locations as shown on official floor plan, if deemed advisable. The actual occupancy of the Exhibitor is of the essence hereof and, in the event the Exhibitor does not occupy the space by 12 p.m. Saturday, Aug. 31, 2024, show management is authorized to occupy or cause said space to be occupied in such manner as it may deem best for the interest of the Exhibition without in any way releasing the Exhibitor from any liability hereunder.

13. LIMITATIONS OF LIABILITY: The Exhibitor agrees to make no claim for any reason whatsoever against Wyoming Valley Run management for loss, theft, damage or destruction of goods, or for any injury to himself or employees during the Expo. Exhibitors agree to indemnify Wyoming Valley Run management against and hold them harmless for any blame rising out of the Exhibitor's participation in Wyoming Valley Run Expo.

14. DISMANTLING OF EXHIBITS: Exhibitors may not begin dismantling or packing material until show close Saturday, Aug. 31, 2024, at 5 p.m.

15. THE DECISION of the show management must be accepted as final in any dispute between Exhibitors or any situation not covered by the rules governing the expo.

17. CANCELLATION: Cancellation must be made in writing. Any company that gives written notification before Aug. 15, 2024 will receive a refund of 50% of the total booth cost. No refunds will be given after Aug. 15, 2024, even in the event of race cancellation.