



AIBL2010

NATIONAL BUSINESS & LEADERSHIP CONFERENCE

APRIL 8-10, 2010

Fond du Lac Tribal & Community College
Conference | Cloquet, Minnesota

Black Bear Casino Resort
Host Hotel | Carlton, Minnesota

RECRUITMENT & PROMOTION VENDOR APPLICATION

THE FOLLOWING APPLICATION, IF ACCEPTED, SHALL CONSTITUTE A BINDING AGREEMENT BETWEEN THE APPLICANT (VENDOR) AND THE AMERICAN INDIAN BUSINESS LEADERS.

APPLICATION DEADLINE, March 12, 2010 (All spaces are blocked in a '10 x '10 open space indoors)

Organization/Business Name: _____

Contact Name: _____

Mailing Address: _____

City: _____ State/Province: _____ Zip/Postal Code: _____

Phone: _____ Fax: _____ Email: _____

CATEGORY

- College Recruitment Job/ Internship Recruitment Product/Service Promotion Other

PRICING

- \$250 Local NPO (MN) \$500 National Nonprofit Organization \$1,000 Corporation
 \$250 Sole Entrepreneur \$500 Tribal Entrepreneur/Enterprise \$1,000 State/Federal Agency

COVENANT

This application for exhibit space was made and entered into on this _____ day of _____, 2010 by and between The American Indian Business Leaders, hereinafter referred to as "AIBL," and _____, hereinafter referred to as "Vendor." Application for space and its acceptance constitutes a contract to use the space assigned. AIBL retains the right to assign and/or change exhibit locations for the best interests of the Organization. The Vendor indemnifies and agrees to hold harmless AIBL and the Fond du Lac Tribal & Community College, their officers, directors, employees, and agents, from and against any actions, losses, costs, damages, claims, and expenses (including attorney's fees) arising from any damage to property or bodily injury to Vendor, his agents, representatives, or employees by reason of the Vendor's occupancy or use of the exhibition facilities. In accordance with these rules and regulations governing exhibits for the 16th Annual AIBL Business & Leadership Conference, April 8-10, 2010, the undersigned makes application for exhibit space and encloses the full fee for each space requested.

SIGNATURE: _____ DATE: _____

METHOD OF PAYMENT

Enclosed is a check or Money Order payable to the American Indian Business Leaders

Check/MO#: _____

Amount: \$ _____

To charge fees to a credit card, FAX this form to AIBL: 406.243.2086

VISA MC Discover AMEX Purchase Order

Cardholder Name: _____

Number: _____

V-Code: _____ Exp Date _____ P.O. Number _____

Cancellation & Refund Policy: Request for cancellation must be received in writing to the National AIBL Office before March 12, 2010, in order to receive a refund. All cancellations are subject to a \$100 processing fee. No refunds will be made for cancellations received later than **March 12, 2010** (Substitutions are permitted).

Enclosed payment (guaranteed funds only), **logo in required format and sent by postmark deadline of 3/10/2010 to:** AIBL | Gallagher Business Building, Suite 366 | Missoula, MT 59812 | 406-243-4879 or 1-877-245-AIBL | E-Mail: leia.loonsfoot@aibl.org

VENDOR GUIDELINES

The American Indian Business Leaders (AIBL) is not responsible for any loss incurred, including, but not limited to personal injury, sickness, up to and including death or disability and is not responsible for loss or destruction of personal or other property that the vendor may bring on to this site. This includes, but is not limited to vehicles, bicycles, purses, jewelry, money, credit cards, clothing, or other valuable items. Please leave these items at home or make arrangements for secure storage.

DATES AND HOURS OF OPERATIONS

Thursday, April 8th – Saturday, April 10th, 2010 | 9:00 am thru 5:00 pm

SET UP & TEAR DOWN SCHEDULE

Vendors may begin to move in to their assigned spaces beginning on Thursday, April 8 between 7:00 am – 9:00 am. You must check-in with Suzan Desmond at (218) 879-0701 to receive space assignment and Vendor's packet, at the Fond du Lac Tribal and Community College. Tear down areas between the hours of 3:00 pm and 6:00 pm on Saturday, April 10, 2010. You are responsible for the entire clean-up of your assigned booth space.

VENDOR STANDARDS AND CONDITIONS

Space Assignment: Each space measures 10' x 10'. Assignments will be made by the conference Local Planning Committee (LPC).

Eligible Exhibits: The AIBL Conference Local Planning Committee (LPC) reserves the right to determine the eligibility of any company or product for inclusion in the exhibit hall.

Music: No music of any kind shall be utilized by a Vendor during the conference. The vendor agrees that the vendor will be liable for any and all costs, including legal fees, incurred by Vendors for violation of this rule.

Literature Distribution: The distribution of publications, samples and printed matter of any kind, or any promotional material, is restricted to the confines of each Vendor's exhibit space.

Limitation of Liability: The Vendor agrees to make no claim for any reason whatsoever, including negligence against AIBL, its members, or agents, or employees, or the sponsors, lessors, or owners of the exhibit premises for loss, theft, damage or destruction of property; nor any injury to themselves or their employees while in the exhibit area. Each Vendor is encouraged to purchase their own insurance.

Defacing of Building: Vendors are liable for any damage caused by fastening displays or fixtures to the building floor, walls or to the standard booth equipment; or for any damage caused in any other manner.

Sharing/Subletting of Exhibit Space: Companies may not sublet any of their exhibit space.

Insurance: Fire and theft insurance, if so desired, must be taken out by each Vendor at his or her own expense. AIBL and Fond du Lac Tribal & Community College is not responsible for direct or consequential damages.

Security: Please plan to secure your own items at the college. There is no formal security. Should you need specific items secured while at the college, please contact Suzan Desmond, Title III assistant at (218) 879-0701.

Fire & Safety Laws: Federal, State and City Laws must be observed at all times. Aisles and fire exits cannot be blocked by exhibits.