

# “HOLD HARMLESS”



“The exhibitor assumes the entire responsibility and liability for losses, damages and claims arriving out of injury or damage to exhibitor’s displays, equipment and other property brought upon the premises of the hotel and convention center and shall indemnify and hold harmless the Washington State Dairy Women, the Washington State Dairy Federation, the Washington State Dairy Products Commission, the Washington State Dairy Council, Wenatchee Convention Center and Wenatchee Coast Hotel agents, servants and employees from any and all such losses, damages and claims while exhibiting at the Annual Meeting of the Washington State Dairy Industry.”

Organization: \_\_\_\_\_

Representative’s Signature \_\_\_\_\_ Date: \_\_\_\_\_

Thank you! We look forward to your participation at the annual meeting in November! Please call us at 360.482.3485 with any question or concerns.

Dan Wood, WSDF Executive Director



## SPONSOR/EXHIBITOR TO DO LIST

- ◆ **Contact Wenatchee Coast Center Hotel** at (509) 662-1234 to reserve your guest room. The deadline for the conference rate is October 24, 2015. (Mention you are attending the Washington Dairy Industry Annual Meeting.)
- ◆ Register with the WA State Dairy Products Commission for your meals. The **Meal Registration** must be received by October 23, 2015.
- ◆ Email a **power point slide and your company’s logo** to *Darcel.WSDF@gmail.com*.
- ◆ Sign and return the **“Hold Harmless”** in the upper portion of this sheet to along with your exhibitor or sponsor registration form. You may want to keep this “to do” list for your reference.
- ◆ Remember to bring your **company hats** for the “hat giveaway” event during lunch. You may turn them into Darcel on November 9th during set up. Get everyone wearing your company’s logo!
- ◆ Vendor Business Card drawings— Bring your **business cards**, numbered 1-250 for drawings throughout the event. The cards will be held by participants and viewed at each drawing—this increases your exposure and retention!
- ◆ Consider bringing a **prize**, valued at \$50 or more, to be used in these drawings. Please let us know your prize description prior to October 15th at *Darcel.WSDF@gmail.com*.
- ◆ Please consider donating an item for the **Dairy Women Scholarship Auction**. For questions or to let them know what your donation will be, contact Darlene DeGroot at *darlenedegroot@gmail.com*.
- ◆ Exhibit **set up** is from 1:00 to 4:00 p.m., November 9th at the Wenatchee Convention Center. You’ll want to be ready for early arrivals! If you are unable to set up the 9th, make arrangements with *Darcel.WSDF@gmail* for the morning of the 10th.