

# Northeast Racing Products November 21-22 2025



## Exhibit Space Rental Agreement

NEW YORK STATE FAIRGROUNDS, SYRACUSE, NY

### COMPANY INFORMATION

COMPANY NAME \_\_\_\_\_ CONTACT PERSON'S NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
P.O. BOX \_\_\_\_\_ CITY \_\_\_\_\_ ONSITE CONTACT \_\_\_\_\_ CELL# \_\_\_\_\_  
STATE/PROVINCE \_\_\_\_\_ ZIP \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_  
TELEPHONE(\_\_\_\_\_) \_\_\_\_\_ FAX(\_\_\_\_\_) \_\_\_\_\_  
NEW YORK SALES TAX NUMBER \_\_\_\_\_

**\*\*You will need a New York sales tax number, If you do not have one call 1-518-485-2889 to have one issued\*\***

### SPACE RESERVATION INFORMATION

#### Indoor:

FIRST 10'x10' @ \$800.00 EACH.....\$ \_\_\_\_\_  
ADDITIONAL 10'x10' @ \$600.00 EACH.....\$ \_\_\_\_\_  
Booth Dimensions: \_\_\_\_\_ x \_\_\_\_\_

#### Outdoor: 10' DEPTH

Sizing and Pricing available upon request

#### Event Insurance:

Every vendor is required to issue CNY Northeast Maintenance LLC an insurance certificate naming CNY Northeast Maintenance LLC as additionally insured by the certificate holder. If the vendor does not have insurance the vendor will be added to CNY Northeast Maintenance LLC insurance policy for \$65.00

☐ I will send an insurance certificate prior to show.

☐ Please add my company to CNY Northeast Maintenance LLC Insurance  
**\$65.00**

☐ PLEASE CHECK HERE IF YOU REQUIRE ELECTRICITY(110V)  
THE ABSOLUTE NEED FOR OUTDOOR ELECTRICITY MAY LIMIT  
YOUR SPACE LOCATION OPTIONS. **(220V ADD \$100.00)**

**TOTAL COST** .....\$ \_\_\_\_\_  
LESS 50% Deposit (Due November 1st, 2025)..... \$ \_\_\_\_\_  
Balance (Due on November 17th, 2025).....\$ \_\_\_\_\_

### PAYMENT METHOD

[ ] MASTERCARD [ ] VISA [ ] M.O. [ ] CHECK (Make checks payable to: CNY Northeast Maintenance LLC)

# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ EXP DATE: \_\_\_\_\_ C.I.D. #: \_\_\_\_\_

PRINT CARDHOLDER NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

PLEASE CHARGE THE FOLLOWING TO MY CREDIT CARD(A 3% fee will be added for all credit card transactions):

[ ] FULL AMOUNT [ ] 50% DEPOSIT [ ] BALANCE (To be charged on November 17, 2025)

CHECK ENCLOSED FOR \$ \_\_\_\_\_

**TERMS:** All reservations must be accompanied by a 50% deposit. Full payment must be received no later than November 17, 2025. CNY Northeast Maintenance LLC reserves the right to cancel all unpaid reservations after November 17, 2025. We have read and agree to abide by the rules and regulations for exhibitors on the reverse side of this agreement

Authorized Signature X \_\_\_\_\_ Date \_\_\_\_\_

Name (print or type) \_\_\_\_\_ Date \_\_\_\_\_

Accepted by Northeast Racing Products \_\_\_\_\_ Date \_\_\_\_\_

**Please make a copy of this agreement for your records**

Mail to: CNY Northeast Maintenance LLC, 114 US Route 11, Central Square, NY 13036

**FOR MORE INFORMATION call (315) 374-2839**

**NOTE: Vendors MUST read and sign both pages of contract.**

# **Northeast Racing Products**

## **Rules and Regulations For Exhibitors**

### **Move-In and Set-up**

- Exhibitor spaces will be available for set-up from 8am until 9pm on Thursday, November 20th. Move-in hours will be strictly enforced for security purposes. **ALL EXHIBITORS MUST BE SET UP PRIOR TO 9PM, THE DAY PRIOR TO THE SHOW STARTING. NO EXHIBITORS WILL BE ALLOWED TO SET UP AFTER 9PM THE DAY PRIOR TO THE SHOW. NO EXCEPTIONS!** *\*Special arrangements for arrival can be made by calling CNY Northeast Maintenance LLC at 315-374-2839*

- Parking / gate passes and exhibitor credentials will be issued at the exhibit registration building located inside the Center of Progress Building. Registration will be manned 8am until 9pm on Thursday, November 20th. **Each exhibitor will be issued one (1) on grounds parking pass (THESE VEHICLES MUST BE PARKED IN DESIGNATED VENDOR PARKING AREAS ONLY. PLEASE NOTE: Non-Display vehicles will not be allowed to park in or around display areas.)**

- **Vendor Passes:** 2 passes per 10x10 booth  
Additional vendor passes may be purchased at \$10 each.

-Indoor exhibitor fee covers space as well as pipe, drape and 110v electricity. On-site contracted exhibitor decoration services will be provided by **Northeast Decorating & Exhibit Services, Inc., P.O. Box 607, Syracuse, NY 13209**. A list of optional services and fees offered by this contractor can be obtained by calling **(315) 471-9989**.

-Exhibitors requiring more than basic 110v electrical service will be charged a fee. Please contact CNY Northeast Maintenance LLC staff at **(315) 374-2839** as early as possible if a need for such services is anticipated.

**-Exhibitor display and merchandise must remain within the confines of the contracted space. Exhibit materials must not overflow into the aisles. Distribution of literature and sales aids must take place within your assigned vendor space ONLY.**

-Booth space must be used solely by the company/person and for the products and services stipulated in the rental agreement. Subletting of space by exhibitors is strictly prohibited.

-Exhibitors are required to maintain a neat and orderly appearance at all times. CNY Northeast Maintenance LLC reserves the right to remove any vendor not selling items described on the front of this application, or deemed not family friendly by CNY Northeast Maintenance LLC staff. All decisions are at the sole discretion of CNY Northeast Maintenance LLC, and final. NO REFUNDS.

### **Show Hours**

- Indoor show hours are 1pm- 8pm on Friday & 9am - 5pm on Saturday.  
- Exhibitors will be allowed to enter one hour prior to the show opening on both Friday and Saturday.

### **Breakdown and Move-Out**

**Exhibitors will be required to remain open and operational until 5pm Saturday.**

Due to new regulations all vendors move-out of buildings must be completed by no later than 11pm on Saturday night.

**In order to protect spectators, display vehicles cannot be moved or started until the show closes each day.**

### **General Insurance Liability**

-CNY Northeast Maintenance LLC, its agents, representatives, sponsors or employees are not responsible for any injury, loss or damage that may occur to the exhibitor or the exhibitor's employees or property from any cause or condition

I agree to the above regulations:\_\_\_\_\_ Date:\_\_\_\_\_