



## 2024 BOOTH AGREEMENT POLICIES AND PROCEDURES

Pet Expo MKE 9AM to 5PM on 2/3/24  
Wisconsin Exposition Center at State Fair Park  
Milwaukee, Wisconsin  
[www.petexpomke.com](http://www.petexpomke.com)

- 1. ARRANGEMENT OF EXHIBITS** Exhibitors must agree to arrange their booths so as not to obstruct the general view or hide exhibits of others. NO EX-PENS, no crates will be allowed in any aisle or outside of your booth space. Please bring only the number of animals that can safely fit within your booth space.
- 2. INSTALLATION OF EXHIBITS** Arrangement of exhibits and removal of all boxes and crates must be completed by 8:30AM on 2/3/24. Exhibitors may not remove exhibits until after the close of the Exposition on 2/3/24 at 5:00 PM. Any exhibitor not staffing their booths or pulling out early will not be invited to participate in future years.
- 3. CARE OF THE BUILDING** Acceptance of exhibit space makes it obligatory on the part of the exhibitor and his/her employees that he/she or they shall not deface, injure, or mar the Wisconsin Exposition Center, and any damage done shall be made good by them to the Alliance of Wisconsin Animal Rehoming Efforts. Please clean up after your dogs and animals in your care!
- 4. INSURANCE** Exhibitors wishing to insure their goods must do so at their own expense. The Alliance of Wisconsin Animal Rehoming Efforts assumes no responsibility for the safety of the property of the exhibitor, its officers, agents, or employees, from theft, damage by fire, accident, or other causes, but will assume all reasonable care to protect them against such loss. By participating in the show, exhibitors displaying live animals agree to carry insurance protecting themselves from any claims arising from incidents connected with the live animals on display. AWARE shall not be liable for incidents which may arise from the display of live animals.
- 5. RESTRICTIONS** The Expo Committee reserves the right to restrict exhibits which, because of noise, or for any other reasons, become objectionable, and also to prohibit an exhibit which, in their judgment, may detract from the general character of the show. This reservation includes persons, things, conduct, printed matter, or anything of a character which might be objectionable to the exhibit as a whole.
- 6. LIABILITY** The Alliance of Wisconsin Animal Rehoming Efforts and the Wisconsin Expo Center shall not be liable for the non-delivery of space if non-delivery is due to one of the following causes: by reason of the building being destroyed by fire, act of God, public enemy strikes, the authority of the Law, or any cause beyond their control.
- 7. ALLIANCE OF WISCONSIN ANIMAL REHOMING EFFORTS will not allow live animals to be adopted or sold on-site at Pet Expo MKE by any organization or individual and will ask any person doing so to leave.** Anyone promoting a particular breed of dog may display a live dog or dogs representing their breed, with the sole purpose being to educate the public as to the characteristics of the breed.
- 8. CANCELLATIONS** must be received 30 days before the Expo date for a full refund (January 4, 2024). NO Refunds after January 4, 2024. You may NOT 'sell' or give away your space to anyone else. Cancelled space will be offered to the first party on the waiting list. Refunds will not be given regardless of whether your space is resold or not. Exhibit space selected is not guaranteed and may be reassigned based on the needs of the show.
- 9. ELECTRICITY** can be purchased through the Wisconsin Expo Center at 414.266.7300 / [eventservices@wistatefair.com](mailto:eventservices@wistatefair.com).

*These rules are enforced by the Expo Committee of the Alliance of Wisconsin Animal Rehoming Efforts. They have been formulated for the best interest of the exhibitors as well as the Wisconsin Exposition Center. Exhibitors are expected to cooperate in the observance of these rules.*