



# Rate Schedule #1

## Convention & Trade Shows with Exhibits Effective January 1, 2009 to December 31, 2009

SPACE WITH GROSS SQUARE FEET	RATE - 1 TO 4 EVENT DAYS	ADDITIONAL EVENT DAYS	MINIMUM GUARANTEE	*MOVE-IN/OUT AT NO CHARGE	ADDITIONAL MOVE-IN/OUT
Exhibit Hall A 99,000	93¢ per net sq. ft.	12¢ per net sq. ft. per	30,000 net sq. ft.	4 days	\$2,450 day
Exhibit Hall A Draped Area 54,550	93¢ per net sq. ft.	12¢ per net sq. ft. per	20,000 net sq. ft.	4 days	\$1,300 day
Exhibit Hall B 99,000	93¢ per net sq. ft.	12¢ per net sq. ft. per	30,000 net sq. ft.	4 days	\$2,450 day
Exhibit Hall C 99,000	93¢ per net sq. ft.	12¢ per net sq. ft. per	30,000 net sq. ft.	4 days	\$2,450 day
Exhibit Hall D 79,200	93¢ per net sq. ft.	12¢ per net sq. ft. per	25,000 net sq. ft.	4 days	\$1,900 day
Exhibit Hall E 99,000	93¢ per net sq. ft.	12¢ per net sq. ft. per	30,000 net sq. ft.	4 days	\$2,450 day
Combined C-D or D-E 178,200	93¢ per net sq. ft.	12¢ per net sq. ft. per	70,000 net sq. ft.	5 days	\$4,250 day
Combined B-C 198,000	93¢ per net sq. ft.	12¢ per net sq. ft. per	79,000 net sq. ft.	5 days	\$4,450 day
Combined B-C-D or C-D-E 277,200	93¢ per net sq. ft.	12¢ per net sq. ft. per	110,000 net sq. ft.	5 days	\$6,700 day
Combined B-C-D-E 376,200	93¢ per net sq. ft.	12¢ per net sq. ft. per	150,000 net sq. ft.	5 days	\$9,100 day

\***MOVE-IN / MOVE-OUT:** Time is computed on the basis of one and one half (1-1/2) days per event day, to a maximum indicated in the above schedule, **WHEN AVAILABLE**. Move In / Move-Out hours are normally from 7am to 5pm. Variations from these hours to be negotiated with MCC management.

### DEFINITION OF "NET SQUARE FEET":

Net square feet shall consist of actual display area used, less normal aisles and corridors which shall not exceed ten (10) feet in width, unless required by fire and safety codes. However, net square feet shall not be less than fifty (50) percent of the gross square footage of area occupied by client, without advance written approval by the Executive Director. If the Permittee utilizes aisles and corridors wider than ten (10) feet, the net square footage shall be computed on the basis of fifty (50) percent of the gross square footage of the area occupied. Exhibit space used for information, posters or displays will not be included in gross square footage calculation within exhibit halls used for exhibits.

### EXHIBIT SPACE FOR FOOD SERVICE OR CATERING:

When Kelber Catering is permitted by the convention or trade show to provide an area for food service within the gross exhibit floor area, the space used will not be computed as part of the square footage occupied by Permittee.

### EXCLUSIVES:

All utilities, vacuuming services, fire marshall, medical services, coat check, all event security (including peer security, ushers, badge checkers and ticket takers) and sworn security (Minneapolis Police Officers) will be hired through the MCC. All food and beverage, internet and networking and on-site business center services will be provided by exclusive MCC contractors.

### FACILITY POLICIES AND PROCEDURES:

The MCC Facility User's Guide contains Policies and Procedures and can be obtained from the MCC sales or events departments or on the MCC web site @ [www.minneapolisconventioncenter.com](http://www.minneapolisconventioncenter.com).

### FOOD AND BEVERAGE SERVICE:

Kelber Catering is the exclusive provider of all food and beverage services in the facility. Concessions and/or dining room may be opened during event move-in, and move-out hours to accommodate exhibitors and attendees. The Permittee may arrange for food service areas within the facility through Kelber Catering. In addition, the Permittee may request special hours for the concessions and/or dining room facilities.

Food and beverage sampling and/or distribution of vendor products in conjunction with exhibits, must be approved, in writing, by the MCC management. The Center reserves the right to deny distribution and to regulate the size and type of samples.

### FREIGHT AND MAIL DELIVERIES:

The Center **CANNOT ACCEPT** freight deliveries. All freight must be consigned to permittee's service contractor or delivered directly to service contractor during event period. Advance mail (limited to letters only) shall be accepted and delivered to the event management for distribution. Mail should be addressed to the event. Exhibitor mail should be addressed in c/o the event.

**MEETING ROOMS:**

At the option of the MCC management, meeting rooms may be provided at no rental charge to the permittee under the following conditions:

- (A) The designation and number of meeting rooms will be solely at the discretion of the MCC management in such numbers as are approximately proportionate to the total amount of exhibit space used. Use of the auditorium, exhibit hall(s) and ballroom are not considered as meeting rooms.
- (B) Meeting rooms shall not be assigned or sublet to commercial firms or organizations for hospitality rooms, demonstrations, sales meetings or similar purposes. Meeting room space shall be used for purposes directly related to client convention and/or trade shows. Commercial firms and organizations shall be required to make independent arrangements for space with MCC management.
- (C) If meeting rooms are to be used for exhibit area purposes, prior written approval from MCC management must be received.
- (D) Meeting rooms shall be assigned in consideration of other clients and commitments made by the Center.

**PHYSICAL ARRANGEMENTS:**

Final physical arrangements and set-up information must be presented to the MCC a minimum of **TEN WORKING DAYS** prior to the event. Please be precise in set-up planning so the MCC staff may provide the best possible service for your event. MCC management may charge for late information or last minute changes on a time and material basis.

**REGISTRATION SPACE:**

Registration space as required by Permittee and in consideration of other clients will be provided at no charge. Registration space utilized in exhibit halls will not be computed as part of square footage occupied by Permittee. Registration plans and space utilization **MUST BE APPROVED IN ADVANCE** by MCC management.

**SECURITY:**

The MCC maintains 24-hour general perimeter security and internal patrols. The Permittee is responsible for the security of their leased areas. The MCC management has the right to require security in loading dock, lobbies, vehicle drop-off zones and any other areas from time of initial occupancy to completion of move-out. Such security shall be at the expense of the Permittee and hired through MCC management. All event security (including peer security, ushers, badge checkers and ticket takers) will be hired through the MCC exclusive event security provider. Security arrangements, including numbers and type of personnel are subject to approval and control of the MCC management.

**SERVICES AND FACILITIES INCLUDED IN BASIC RENTAL:**

- (A) Show management offices as required by Permittee and in consideration of other clients.
- (B) House lighting, ventilation, heat or air-conditioning will be provided as required during show open times, i.e., the period when the facility is used by delegates and invited guests. Generally, full house lighting, ventilation, heating or air-conditioning are maintained from one hour prior to event until close of event. Energy conservation is of prime concern and minimal levels of lighting, ventilation and heat will be maintained during move-in and move-out periods. A utility charge will be assessed for special light and air-conditioning requirements as needed during audio-visual set-up, rehearsals and other similar pre-event activities. Air-conditioning rates will be assessed.
- (C) Janitorial service is provided during event hours in aisles, corridors, open spaces and restrooms plus one thorough cleaning of these areas during non-open hours.
  - Carpeting in aisles, registration areas and lounge areas will be cleaned during non-open hours at the prevailing per hour rate basis.
  - The Permittee is responsible for the removal of all oil and liquids prior to show opening and following move-out. Bulk trash and similar items are removed by MCC personnel at prevailing rates.
  - Only MCC personnel shall clean exhibitor booth carpeting. Vacuum service may be obtained through facility vacuum orders. Exhibitors must place trash and trash receptacles to be removed in the aisles during non-open hours.
- (D) A basic public address system in the permanent meeting rooms will be furnished with one wired microphone. During meeting hours any rehearsals, change-overs, and special set-ups requiring extra labor and equipment will be charged at prevailing rates. MCC management reserves the right to make announcements at any time regarding public safety and operations of the Center.
- (E) All permanent meeting rooms will be set theatre or classroom style on a one-time basis at no charge utilizing available equipment from MCC inventory. Change-overs and/or revision will be charged at prevailing rates.