



HUSKER HARVEST DAYS® 2023

SEPTEMBER 12-14, 2023
GRAND ISLAND, NEBRASKA

Exhibitor Policy Manual

9000 West Husker Highway
Wood River, NE 68883
Shipping address only - no USPS

TABLE OF CONTENTS

Topic	Page #
Important Dates to Remember	2
FAQ	3-4
Exhibitor Policies & Procedures	5-9
<ol style="list-style-type: none"> 1. Set-Up 2. Forklift Policy 3. Shipping 4. Outgoing Shipping 5. Exhibit Set Up/Tear Down 6. Exhibitor Admission Tickets/Pins/Parking Passes 7. Can I Get My Pins Mailed to Me? 8. Electricity Service 9. Equipment on Steel Tracks - NEW 10. Exhibitor Parking 11. Exhibitor Services 12. Service Animals 13. Exhibitor Correspondence 14. Exhibitor Party 15. Exhibitor Hosted After-Hours Events 16. Freight and Packages 17. Advance Visitor Admission Tickets 18. Show Office 19. Insurance Requirements 20. Media Building 21. Mowing 22. Vehicular Access to Exhibit Field on Show Days 23. Show Hours 	
Additional Show Information	10-18
<ol style="list-style-type: none"> 1. Use of Husker Harvest Days Trademarks 2. Electrical Service – Additional Information 3. Exhibit Set-Up Information 4. Set-up and Heights – Diversified Industries Building, Livestock Industries Building, and Arts & Crafts Tent 5. Food & Drink Giveaways 6. Erection of Display Buildings 7. Pest Control 8. Noise 9. Ground Cover Material for the Exhibit Area 10. Loading Dock 11. Use of Livestock/Ratite in Exhibits 12. Availability of Water 13. Use of Other Company Products in Exhibits 14. Propane 15. Golf Cart Policy 16. Other Vehicles and Rules Regarding Vehicles 17. Removal of Litter from Exhibit Lots 18. Conducting Sales Efforts During the Show 19. State Fire Marshall 20. Exhibit Removal 21. Removal of Buildings and Equipment Sold During the Show 22. Removal of Ground Cover 23. Removal of Signs 24. Security 	
Contact Information	18

IMPORTANT DATES AND DEADLINES

May 31	Full lot payment due
August 11	Last day for shipping exhibitor pins and parking passes
	Last day for shipping advance tickets
	Last day to upload certificates of insurance
	Food and drink giveaway requests sent to management
August 28	Exhibit gates and loading dock open, weather permitting
	Final mowing of exhibit field done this week
	Supplies for HHD can ship to the show office
	Temporary buildings may begin build out
September 7	All steel tracked machines in place
September 8	After-hours event details sent to show management
September 29	All signs removed from display areas and/or seed plots
	All holes filled with black dirt and reseeded
	All exhibit materials and equipment removed
	All ground cover removed

FAQ

1. What are customer admission tickets?
 - a. Advance tickets may be purchased online at www.HuskerHarvestDays.com. Our rules strictly prohibit providing exhibitor tickets to clients and friends attending the event.
2. How many pins am I allowed?
 - a. See [Section 6](#) under “Exhibitor Policies and Procedures” in this manual.
3. Can I get my pins mailed to me?
 - a. Yes – you may request your exhibitor packet be mailed to you in advance. Forms are available on the website and in the Exhibitor Dashboard in Map Your Show. The deadline for this request is August 11, 2023.
4. When can I move in and set up?
 - a. See [Section 5](#) under “Exhibitor Policies and Procedures” in this manual
5. What entrance/exit gates can I use pre-show?
 - a. Exhibitors may use any of the exhibit area gates for set up pre-show. For more information about entry/exit during the show, see [Section 22](#) under “Exhibitor Policies and Procedures”
6. When can I begin sending freight?
 - a. Exhibitors may begin shipping freight to the show site August 28, 2023. For address and shipping information, see [Section 3](#).
7. Whose responsibility is it to set up/tear down my exhibit space?
 - a. Exhibitors are responsible for their on set up and tear down.
8. Whose responsibility is it for shipping exhibit space?
 - a. Exhibitors are responsible for their own shipping.
9. How do I order temporary worker tickets?
 - a. 1-day Exhibitor Tickets are available for purchase through the Exhibitor Dashboard in Map Your Show. Login information will be sent via email in Spring 2023.
10. What orders do I need to place for my exhibit space (chips, electrical, tents, furniture, internet)?
 - a. Each exhibitor may work with our approved vendors to order items for their exhibit space. Exhibits must follow the guidelines as established in this manual.
11. Do I get tables and chairs with my exhibit space?
 - a. Tables and chairs are not included in your space. Please contact one of our Approved

Vendors to order tables and chairs if needed.

- 12.** When is electrical available and how do I access it?
 - a. See [Section 8](#) under “Exhibitor Policies and Procedures”
- 13.** Where is exhibitor parking?
 - a. See [Section 10](#) under “Exhibitor Policies and Procedures”
- 14.** What is the last day I can tear down and move out of my space?
 - a. All Exhibits must be dismantled and removed by September 28, 2023. For more information, see [Section 20](#) under “Additional Show Information”
- 15.** Who are the official Husker Harvest Days vendors?
 - a. A list of approved vendors can be found by visiting the [Exhibitor Resources tab](#) on the show website.

EXHIBITOR POLICIES & PROCEDURES

1. Set-Up

Exhibit area gates will open, weather permitting on August 28, 2023 (15 days prior to opening day). If more time is needed, contact Jason Luebbe at 308.380.8816 or Matt Jungmann at 309.371.6117.

2. Forklift Policy

Husker Harvest Days has a safety policy in place regarding forklifts/telehandlers/lulls. Anyone who rents a forklift or brings in a forklift of their own or from any other source needs to either take a forklift driving class **at their expense** or be able to show proof of a forklift training certificate for all operators. Forklift training classes are available from Sunbelt Rentals for any Husker Harvest Days exhibitor if needed.

3. Shipping

Beginning August 28, supplies for Husker Harvest Days can be shipped (**prepaid**) to:

Your company name and lot number (i.e. XYZ Company, Exhibit Lot 123)
Husker Harvest Days 2022
Stoltenberg Irrigation, Inc.
Ed & Deb Stoltenberg
9012 W. White Cloud Road
Cairo, NE 68824-9438
308.384.6741 / 888.384.6741
Fax: 308.382.5169 / Cell: 308.390.7200
Email: stol-irr@cccusa.net

Note: Prior to shipping material to Stoltenberg Irrigation, Inc., please call to make arrangements for arrival of material. Shipping tags must carry the name of the exhibitor and bill of lading should state HOLD FOR DELIVERY. Upon your phone call order, the shipper can deliver to your exhibit lot. **Husker Harvest Days will not accept collect deliveries.**

Note: Parcel deliveries – **NO US MAIL** – during the show should be sent to the show office (located at the southwest corner of the show site) for delivery to your lot. Show office mailing address is US Mail:

Husker Harvest Days Show Office
9000 West Husker Highway
Wood River, NE 68883
Phone: 308.384.4646

4. Outgoing Shipping

Exhibitors are responsible for shipping out all exhibit materials following the show.

5. Exhibit Set-Up/Tear Down

Exhibitors are responsible for the set-up and tear down of their exhibit. Exhibit area gates will open, weather permitting, August 28, 2023 (15 days prior to opening day). If more time is needed, contact Jason Luebbe at 308.380.8816 or Matt Jungmann at 309.371.6117.

Dismantling of exhibits may not begin until 4:00 pm, Thursday, September 14. Trucks and other vehicles will be permitted on the grounds when streets are clear of visitors and it is deemed to be safe (approximately 4:15 pm to 4:30 pm) and not before.

6. Exhibitor Admission Tickets/How Many Pins/Parking Passes Am I Allowed?

Those working your exhibit are admitted daily by showing your HHD 2023 Exhibitor Souvenir Pin or by presenting a single use daily ticket. We issue your allotment of exhibitor entry pins and exhibitor parking passes based on your exhibit space as follows:

Arts & Crafts Tent	2 EX Pins / 2 EX Parking Passes
1-6 DIB or LIB Booths	5 EX Pins / 5 EX Parking Passes
1 Outside 40x70 Lot	6 EX Pins / 6 EX Parking Passes
2-5 Outside 40x70 Lots	9 EX Pins / 9 EX Parking Passes
6-7 Outside 40x70 Lots	12 EX Pins / 12 EX Parking Passes
8-19 Outside 40x70 Lots	25 EX Pins / 25 EX Parking Passes
20+ Outside 40x70 Lots	50 EX Pins / 25 EX Parking Passes

7. Can I Get My Pins Mailed to Me?

Husker Harvest Days exhibitors may request their allotment of souvenir pins and parking passes in advance of Husker Harvest Days. To receive your exhibitor packet prior to the show, complete the form posted under Exhibitor Resources on the website. This form will be available in the Spring.

8. Electricity Service

Electrical service is available at Husker Harvest Days for those with outside lots.

Pro-rated charge for routine 120-volt electrical service is as follows:

Exhibitors with 1-3 lots: \$400	Exhibitors with 7-10 lots: \$935
Exhibitors with 4-6 lots: \$630	Exhibitors with 11 or more lots: \$1,350

These rates allow an exhibitor access to electrical box only and apply to normal usage. This fee does not include any wiring or enhancements an exhibitor may need which can be outsourced to on-site electrician. More information regarding electrical service can be found under "Additional Show Information".

9. Equipment on Steel Tracks - NEW

Equipment on steel tracks must be in place on exhibitors lots by September 7.

10. Exhibitor Parking

No vehicles will be allowed into or out of the exhibit field after 7:30 am. All vehicles must be parked in exhibitor parking unless you have space to accommodate the vehicle on your exhibit lot. In either case, all vehicles must be parked in exhibitor parking or on your lot no later than 7:30 am on show dates. Exhibitor vehicles can enter and exit the grounds at each day's close of show. ***Parking permits must hang from the mirror of your vehicle***, so they are easily seen by law enforcement.

11. Exhibitor Services

Exhibitor Service providers are in the Approved Husker Harvest Days Vendor Manual. The Vendor Manual will be posted on the website in Spring 2023. Please note that we do not provide decorator items such as tables podiums and chairs for your exhibit space.

12. Service Animals

Only service animals are allowed on the Husker Harvest Days site and ***must be leashed at all times***. Comfort animals will not be allowed on the grounds.

13. Exhibitor Correspondence

All show correspondence is generated via email through our online registration system and sent to the email address you provided when registering for the event. All information can also be found under the Exhibitor Resources tab at www.HuskerHarvestDays.com.

14. Exhibitor Party

Please join us Tuesday night at 6:00 pm for refreshments and appetizers. The exhibitor party is the Grand Island Community's opportunity to thank you for being an exhibitor and for spending time in Grand Island. An invitation and further information will be available in your exhibitor packet.

15. Exhibitor Hosted After-Hours Events

If you are planning a post-show after-hours event, you must provide details as to the expected number of attendees, the type and hours of the event (dinner, dealer meeting, etc.) to show management no later than Friday, September 8, 2023. Email your intent to shows@farmprogress.com to ensure that our staff and our security are aware of this event and can work with you to direct those in attendance to the appropriate gate. The hosting exhibitor is responsible for the safety and behavior of visitors in attendance at their event. All events must conclude by 7:00 pm and have the visitors returned to the vehicle by dusk. Hy-Vee must be used for all catering, food and beverage.

16. Freight and Packages

Husker Harvest Days staff will deliver incoming packages pre-show and during the show as time allows. Exhibitors are welcome to check for their package in the shipping and receiving building south of the Show office.

17. Advance Visitor Admission Tickets

Exhibitors can purchase discounted advance visitor tickets for clients and friends (per person, per day) by clicking the link found at www.HuskerHarvestDays.com. Please note that **exhibitor** tickets are to be used only for those working your exhibit. Our rules strictly prohibit providing exhibitor tickets to clients and friends attending the event.

18. Show Office

The Husker Harvest Days Show office is located at the southwest corner of the show site.

19. Insurance Requirements

- a. A certificate of insurance is required for your exhibit and must be uploaded through the Map Your Show Exhibitor Dashboard no later than August 11, 2023. The terms of the certificate of insurance are:
 - i. Exhibitor shall, at its own expense, secure and maintain insurance for the entire duration of the Event (move-in through move-out). All such insurance shall be primary of any other valid and collectible insurance of Exhibitor and shall be written on an occurrence basis. Claims made policies are not acceptable and do not constitute compliance with Exhibitor's obligations under this paragraph.
 - 1. Workers' compensation and employer's liability insurance complying with the laws of Nebraska: and
 - 2. Comprehensive General Liability insurance with limits not less than \$1,000,000 each occurrence, \$2,000,000 aggregate, combined single limit for bodily injury and property damage, including coverage for personal injury, contractual and operation of mobile equipment, products and liquor liability (if applicable); and
 - 3. Automobile Liability insurance (required if bringing automobiles into the show venue) with limits not less than \$500,000 each occurrence combined single limit for bodily injury and property damage, including coverage for owned, non-owned and hired vehicles, including loading and unloading operators.
 - ii. The Exhibitor's Comprehensive General Liability and Automobile Liability insurance policies shall name as additional insureds (i) Farm Progress Limited (FP). If requested, copies of additional insured endorsements, primary coverage endorsements and complete copies of policies, satisfactory to FP, shall be promptly furnished to FP. Certified copies of the Certificates of Insurance or policies shall provide that they may not be cancelled without 30 days' advance written notice to FP. The Exhibitor shall obtain a waiver of subrogation from the carrier of each policy described above and the carrier of each other policy that provides fire, explosion or any other risk coverage insuring the Exhibitor's property, in each case releasing in full such carrier's subrogation rights.

- b. Certificate of Insurance forms must be submitted to FP by all international exhibitors, exhibitors with complex booth structures (defined as multi-story or displays with a canopy/ceiling) and exhibitors hosting attendee interactive demonstrations.
- c. Since many international policies aren't valid in the United States, all international exhibitors are required to obtain insurance through ExhibitorInsurance.com, our designated insurance provider. The cost of the policy will be added to all international exhibitor contracts. Coverage is subject to underwriting review; review the Ineligible Risks to ensure coverage. Exhibitors can opt out of this coverage by providing a valid Certificate of Insurance satisfactory to FP with necessary coverages.
- d. Please note: Proof of Insurance is required from any subcontractor you are using who is not listed as an approved vendor for the Husker Harvest Days.

20. Media Building

Media facilities are available in the building on lot #746. For an updated media list, contact Dena Morgan at 641.322.5219 or dena.morgan@farmprogress.com. This building is available for press conferences and news releases.

21. Mowing

The final mowing of the field takes place before structures start to go up and will be the no later than 16 days before the first day of the show (weather permitting). Contact any of the landscape companies shown in the vendor manual should your exhibit space need to be mowed when you arrive or feel free to mow it on your own.

22. Vehicular Access to Exhibit Field on Show Days

All vehicles must be off the exhibit field and parked in exhibitor parking or on your exhibit lot (if space allows) by 7:30 am. No vehicles will be allowed through any gates – in or out – after 7:30 am each day of the event. You can drive into the exhibit field after each day's close of show. On show days, drive in access will only be allowed at the West exhibitor gate at the southwest corner of the exhibit field near the show office. Only "authorized" vehicles will be allowed on the grounds during the show. These vehicles must be properly marked by displaying an Emergency Access pass. 24-hour access to the site is through gate 4, entering through traffic entry point E (nearest the show office).

23. Show Hours

The exhibit area will be open 8:00 am to 5:00 pm on the Tuesday and Wednesday of the show (September 12 and 13) and 8:00 am to 4:00 pm on Thursday (September 14). ***All exhibitors are expected to staff their displays at all times during these hours.***

ADDITIONAL SHOW INFORMATION

1. Use of Husker Harvest Days Trademarks

- a. No caps, buttons, jackets or any other souvenirs should, at Husker Harvest Days contain the words “Farm Progress” or “Husker Harvest Days” which are registered trademarks. Husker Harvest Days management must approve the use of the “Husker Harvest Days” name on giveaway items.
- b. If you would like to have your show team sport the 2023 Husker Harvest Days logo on your outerwear, email your request to dena.morgan@farmprogress.com.

2. Electrical Service – Additional Information

- a. Electricity is included at no charge for all exhibitors in the Diversified Industries Building (“DIB”) and Livestock Industries Building (“LIB”).
- b. Heavy use of electrical power may require additional work and/or charges from the on-site electrician.
- c. Only those exhibitors requesting electricity on their show application or those in the DIB or LIB will have access to standard use electrical service.
- d. If an exhibitor orders, and later decides not to use electrical service, it is the exhibitor’s responsibility to communicate cancellation of electrical service in writing to shows@farmprogress.com prior to August 18, 2023. If Husker Harvest Days management does not receive notice, the exhibitor will be billed at the rate specified in item 7 above. No refund will be made to the exhibitor.
- e. Only single-phase power is available.
- f. Exhibitors must furnish their own 100-foot extension cord from outlet to exhibit (one outlet per exhibitor please). It is recommended that s-cord 12/3 wire be used for 110 service and s-cord 8/3 be used for 220 service. For 110 service a standard 3-wire grounded male plug is required with female end designed to fit your needs. For 220 service either a 30 or 50 amp male plug can be used with the female cord end designed to suite your needs. Go to the nearest power pedestal at the back of your exhibit for electric outlet (one outlet per exhibitor).
- g. Romex is not to be used as a flexible cord, nor used in contact with the ground.
- h. Exhibitors with permanent structures which are permanently wired into the Husker Harvest Days grid must mark and pay the appropriate charge listed on the exhibitor application.

3. Exhibit Set-Up Information

- a. Exhibit area gates will open; weather permitting, August 28, 2023 (15 days prior to opening day). If more time is needed, contact Jason Luebbe at 308.380.8816 or Matt Jungmann at 309.371.6117.
- b. Exhibit restrictions – Display Lots
 - i. Maximum height on exhibits is 60 feet.

- ii. To prevent damage to underground utilities, please call Jason Luebbe at 308.380.8816 at least 72 hours before digging. Damage due to digging will be repaired at exhibitor's expense.
- iii. No helium filled balloons will be allowed to fly within 80 feet of overhead power lines. Any use of helium filled balloons on any part of the Husker Harvest Days site must be approved in writing by Show Management in advance of Husker Harvest Days.
- iv. No hot air balloons will be allowed on the exhibit field.
- v. No aircraft or other flying machines of any kind are allowed directly over the show site below 500 feet without the permission of show management.
- vi. All items on display, including tents and tent stakes, must lie within the four boundaries of the assigned exhibit space. No equipment, vehicles or display material or signs shall protrude into or over another exhibitor's display or into the street frontage. Exhibitors in the Diversified Industries must ensure exhibits do not extend beyond the boundaries of their assigned booth and are prohibited from erecting any signs outside their booth boundaries.
- vii. NO SMOKING signs should be posted inside your tent and a fire extinguisher must be available in your tent.
- viii. No burning candles and/or open flames allowed.
- ix. At its option, Husker Harvest Days reserves the right to exclude display and exhibit material, which may be found to be offensive, libelous, or not befitting the spirit of the event.
- x. No firearms will be allowed in the facility. All tents and/or awning must meet NFPA (National Fire Protection Association) 701 for flame spread, smoke density and char length. Contact Jason McClun, Deputy State Fire Marshal at Office: 402.949.0190 or jason.mcclun@nebraska.gov.
- xi. No exhibitor will be allowed to drive over another exhibitor's lot without permission to load or unload.
- xii. Any vehicles parked on lots that are not part of the exhibit must remain in exhibitor parking during show hours. Driving within the show grounds during show hours is prohibited
- xiii. When vehicles are within an exhibit, according to NFPA 101, all tank openings shall be locked and sealed in approved manner, fuel tanks shall not contain in excess of one half of their capacity or contain in excess of 10 gallons of fuel whichever is less, at least one battery cable shall be removed from the batteries to start the vehicle engine, fueling of vehicles shall be prohibited and vehicles shall not be moved during exhibit hours
- xiv. Surplus trailers and other vehicles cannot be parked in areas designated for exhibitor parking or visitor parking. A special area will be designated for parking these vehicles (see show office for directions). ***Residing in the exhibit field is strictly prohibited***
- xv. Traffic personnel are there for your safety and convenience and their directions

MUST be obeyed. Failure to comply with their directions will result in referral to official law enforcement personnel on site.

- xvi.** The sale or distribution of alcohol on the Husker Harvest Days site is strictly prohibited. In addition, consumption of alcohol during show hours or at any time by anyone operating any type of machinery or equipment on the show site is strictly prohibited.
- xvii.** Exhibitors must set up by accessing their lot only. Any damage by you, your contractors, truckers or anyone else associated to your exhibit will be responsible to repair any damage to your neighbors.
- xviii.** Any product on display must abide by the laws of the State of Nebraska. Informa and Husker Harvest Days will not be responsible for exhibitors who do not comply with the laws of the State of Nebraska.
- xix.** Two story exhibits are not allowed without show management's prior written approval.

4. Set-up and Heights – Diversified Industries Buildings, Livestock Industries Building and Arts & Crafts Tent

Exhibits, especially end caps, may not obstruct the general view or hide others exhibits. Exhibitors may not erect a back wall higher than 8 feet or a side wall higher than 3 feet. No signs, decorations, banners, advertising matter or special exhibits will be permitted in the aisles. No burning candles and/or open flames allowed. No welding, popcorn poppers, stoves or heaters will be allowed to operate within these tents.

5. Food and Drink Giveaways

- a.** Husker Harvest Days management must approve all food and drink items to be given away. This policy will be strictly enforced without exception.
- b.** Exhibitors must submit a written request to show management detailing the specific food or drink items they plan to give away. Requests for exemptions must be made in writing no later than August 11, 2023 to matt.jungmann@farmprogress.com.
- c.** No alcohol is to be served by exhibitors to visitors of Husker Harvest Days.

6. Erection of Display Buildings

- a.** Buildings may be erected for display purposes or to house exhibits at Husker Harvest Days.
- b.** Any groundwork or leveling necessary should be cleared first with show management.
- c.** Construction requests for buildings, concrete work or other hard surfaces, dirt removal or addition, surface leveling, grass seeding, destruction of turf, etc., must be approved prior to installation. Contact Matt Jungmann (1.309.371.6117 or matt.jungmann@farmprogress.com) for instructions before proceeding.
- d.** Footings, concrete pads, gravel, rock or other hard surfaces must be removed at the installer's expense in the event Husker Harvest Days would not be held at this site or, if and when, exhibitor ceases to exhibit at Husker Harvest Days. The cost of removal

by show management of abandoned materials will be billed to the exhibitor installing the materials.

- e. Any trash generated during the construction process must be disposed of by the exhibitor or its contractor. The trash receptacles on the grounds are not intended for construction debris. Roll-off dumpsters can be ordered from Mid Nebraska Disposal at 1.308.382.7053
- f. Buildings which have guttering must route rainwater towards the street-side drains or, if a perimeter exhibitor, to the back of the lot. Do not run downspouts on to neighboring exhibits
- g. Any building erected for temporary or permanent use must be approved through the Nebraska State Fire Marshal's Plans Review Division, Lincoln, NE with the type of use described in the submittal process.

7. Pest Control

If you're interested in pest control services for your buildings or concrete pad installations, please contact Troy at Orkin at 308.384.1212. We have secured a special bulk price for our exhibitors. No ground sterilant products will be applied to the grounds of Husker Harvest Days.

8. Noise

In general, exhibitors may use sound equipment in their booths so long as the noise level does not disrupt the activities of neighboring exhibitors. Speakers and other sound devices should be positioned to direct sound into the booth rather than into the aisle or neighboring exhibitors. Rule of thumb: Sound and noise should not exceed 94 decibels when measured from the street immediately in front of a lot. Exhibitors should be aware that music played in their booths, whether live or recorded, may be subject to laws governing the use of copyrighted compositions. ASCAP, BMI and SESAC are three authorized licensing organizations that collect copyright fees on behalf of composers and publishers of their music.

9. Ground Cover Material for the Exhibit Area

- a. Temporary ground cover on exhibit lots must be cleaned up and hauled away within two weeks after the show (Friday, September 29, 2023). If this policy is not adhered to, exhibitor will be billed for cleanup. Wood chip ground cover will require a final hydraulic brush pass to remove all material.
- b. Gravel, crushed rock, or concrete can be used on exhibit sites with permission from show management. Should an exhibitor not return to the same lot, any ground cover must be removed at the exhibitor's expense or the cost of removal will be billed to the exhibitor by show management.
- c. Irrigation of lots is to only occur during daylight hours. Irrigation overnight is prohibited. In order to preserve the condition of the roadways and drains, overwatering of lots is prohibited.

10. Loading Dock

A loading dock will be provided for the exhibitors' convenience and will be located northeast of the

show grounds. Contact on site show office 308.384.4646 for directions.

11. Use of Livestock/Ratite in Exhibits

- a. Livestock/ratite may be used to enhance exhibits, but they cannot be identified with any purebred breeder or livestock/ratite sales agency unless that breeder or seller is a qualified exhibitor.
- b. Livestock/ratite entering show grounds must comply with Nebraska health rules and have the appropriate certificates.

12. Availability of Water

- a. No city water is available. Water from a well is provided at certain outlets within the show grounds.
- b. Independent power wash companies will be available for hire to aid in cleaning of equipment.
- c. Water for livestock and display purposes is the responsibility of the exhibitor.

13. Use of Other Company Products in Exhibits

- a. Exhibitors may use equipment from other companies to enhance their displays provided the company manufacturing that equipment is qualified to exhibit at the show. If you have a question regarding the use of another companies' equipment, please call Matt Jungmann at 309.371.6117.
- b. Use of equipment or product from a company that is not qualified to be a participant in the show will result in a charge to qualify or exclusion of that equipment or product from the show.

14. Propane

If you are using propane in your exhibit, all equipment must meet applicable code. Direct questions regarding propane requirements Jason McClun, Deputy State Fire Marshal at Office: 402.949.0190 or jason.mcclun@nebraska.gov.

Refueling

No refueling of propane, gasoline or diesel tanks will be allowed anywhere on the facility during show hours.

15. Golf Cart Policy

Show management strongly discourages the use of golf carts and ATVs during show hours. Should an exhibitor require the use of a golf cart or ATV, the following rules apply and ***must be adhered to at all times:***

- a. ***Pedestrians always have the right of way!***
- b. A GC/ATV pass will be prominently posted on the vehicle. This pass may be picked up at the on-site show office. One golf cart or ATV is allowed per outside lot. Additional GC/ATV passes, in excess of your allotment, cost \$100 each. No golf carts or ATVs are allowed for those in the Varied Industries or Livestock Industries Tents.

- c. You understand this event is a pedestrian one and the vehicle displaying a GC/ATV tag will have limited use during show hours on show days. Acceptable use includes restocking literature or product and travel to/from field demo and Ride 'n' Drive areas only.
- d. You accept full responsibility for any accident or injury caused by the use of this vehicle on the grounds – before, during and after the event.
- e. You will ***maintain a speed limit not to exceed 5 miles per hour at all times*** when the vehicle is in use on the exhibit field and surrounding areas.
- f. Only licensed drivers 25 years and older will operate this vehicle.
- g. You will not exceed carrying the number of individuals for which the vehicle provides seating.
- h. You will park this vehicle in your exhibit lot when it is not in use – not on the perimeter or street.
- i. The golf cart/ATV will not be used as a moving billboard displaying excessive signage.
 - i. Exhibitors may display no more than 100 square inches of marketing/branding/logo facing the front and rear of their ATV/UTV/Golf Cart. OEM labeling on the machine is excluded from this 200 square inch total limit. No banners, flags or other marketing attachments.
 - ii. Approved marketing sponsors will be allowed approval through sponsorship purchases to display marketing messages on ATVs, UTVs and/or Golf Carts.
 - iii. This policy shall apply to all Husker Harvest Days controlled property including exhibit field, parking areas and field demonstration areas. Static exhibits will be excluded.
 - iv. Husker Harvest Days management will have a Safety Management Team on site enforcing these policies. Refusing to adhere to the policies being enforced may lead to removal from the show site without refund for admittance.
- j. The operator will remove the key from the vehicle at such time that the vehicle is vacated.
- k. Husker Harvest Days, at its discretion, reserves the right to fine, impound or eject any vehicle found to be in violation of these rules.
- l. Husker Harvest Days is not responsible for accidents or incident involving any vehicle on the show site. Exhibitor is responsible for all damage caused by vehicles in their control.

16. Other Vehicles and Rules Regarding Vehicles

Husker Harvest Days is not responsible for accidents or incidents involving any vehicle on the site. Exhibitor is responsible for all damage caused by vehicles in their control and for whom they have acquired a pass.

17. Removal of Litter from Exhibit Lots

- a. Exhibitors are responsible for keeping their exhibit areas clean during the show.

- b.** The dumpsters on the exhibit field are for use by visitors during the show and for exhibitor's light usage during setup and the show. If you have a large amount of trash, you should arrange for your own dumpster.
- c.** At the conclusion of the show, exhibitors should clean their exhibit site of all litter. Nothing should be left on the site or exhibitor will be assessed a fee for any work done by Husker Harvest Days or its contractors to clean up an exhibitor's display.
- d.** There is no curbside pickup, please do not leave piles of trash at the edge of your lot. Dumpsters will be available to deposit your daily trash at various locations on the grounds.

18. Conducting Sales Efforts During the Show

- a.** Exhibitors are to confine their sales efforts (registrations, literature, public address systems, etc.) to their exhibit space only. Companies having field demonstrations or seed plots may distribute literature at these events.
- b.** No literature is to be distributed in the parking area or exhibit area entrances.
- c.** Volume of sound from public address systems should be within reasonable levels to avoid disturbing other exhibitors and show visitors.
- d.** Speakers outside enclosed areas should be pointed toward the center of exhibitor's lot.
- e.** Demonstrations and signs, etc. in all areas of the exhibit field and field demonstration areas must be cleared by show management.

19. State Fire Marshall

In the state of Nebraska through the Fire Marshal's Act, there are several National Fire Protection Association Pamphlets that are applicable for this application. They are as follows and will be applicable and enforced for show exhibitors:

- NFPA 1 Uniform Fire Code
- NFPA 10 Portable Fire Extinguishers
- NFPA 30 Flammable and Combustible Liquids
- NFPA 30A Dispensing of Flammable Liquids
- NFPA 51B Cutting and Welding Operations
- NFPA 54 National Fuel Gas Code
- NFPA 58 Liquefied Petroleum Gases and Liquefied Natural Gases
- NFPA 70 National Electrical Code
- NFPA 211 Standard for Chimneys and Solid Fuel Burning Appliances NFPA
- 101 Life Safety Code

From the State Fire Marshall:

- a. Popcorn poppers are allowed with the exception of kettle corn operations.
- b. Frying of foods is not permitted within tents or canopies without the approval of show management and the Nebraska State Fire Marshall.
- c. Overhead or sliding doors, where used as a required exit, shall be locked or secured in the open position.
- d. Electrical equipment shall be used and installed in compliance with the National Electrical Code, NFPA 70.
- e. Gasoline containers and propane cylinders shall not be stored within tents.
- f. Propane cylinders shall be chained and secured in an upright direction.
- g. Welding or cutting demonstrations are not allowed within tents or canopies.
- h. Welding or cutting shall be performed on non-combustible flooring.
- i. Wood chips are not permitted to be used on the ground where welding and cutting demonstrations are taking place.
- j. A water fire extinguisher or bucket of water shall be present during welding or cutting activities.

For further information contact Jason McClun, Deputy State Fire Marshal at Office: 402.949.0190 or jason.mcclun@nebraska.gov.

20. Exhibit Removal

- a. Exhibit materials and equipment left on the site at the exhibitor's risk.
- b. All exhibit materials and equipment must be removed from the show site within two weeks after the show (by Friday, September 29, 2023). Should an extension be required to remove exhibit materials, please contact Jason Luebke at 308.380.8816.
- c. If an extension is not granted and equipment and/or exhibit materials are left on the grounds, these items become the property of Husker Harvest Days after 30 days (October 15, 2022).
- d. Your exhibit area must be cleaned and all debris including foundations, ground cover and other building materials must be removed by Friday, September 29, 2023. Black dirt must be hauled in to fill any holes that were dug prior to or during the show, as well as reseeding any disturbed areas, or exhibitor will be assessed a fee for any work done by Husker Harvest Days or its contractors to clean up your display.

Any exhibitor who has an area larger than 200 square feet which is disturbed (grass cover destroyed) will be required to submit a restoration plan before September 29, 2023 to Husker Harvest Days management.
- e. ***Exhibitors must return their exhibit area to its pre-show condition.***

21. Removal of Buildings and Equipment Sold During the Show

The buyer and/or exhibitor must bear risk of loss or damage while the material remains on the show site. Items sold during daily hours of the show cannot be picked up or delivered from the show site during show hours. Show management will help transport equipment to the parking lots for customers, within reason.

22. Removal of Ground Cover

- a.** Any ground cover such as sawdust, wood chips, corncobs, etc. must be completely removed from the display area by the exhibitor no later than September 29, 2023.
- b.** Any material not removed will be removed by a contractor contracted by Husker Harvest Days management and the exhibitor will be assessed a fee for any work done by Husker Harvest Days or its contractors to clean up an exhibitor's display.
- c.** To ensure that your company is not charged for cleanup, have your lot checked by show management before you leave the site.

23. Removal of Signs

All signs in display areas or seed plots must be claimed by September 29, 2023 or they will be discarded.

24. Security

- a.** Guards will be on 12-hour duty (6:00 pm to 6:00 am) during show days. Despite these precautions, Husker Harvest Days management is not responsible for losses due to theft, vandalism and other causes. Each exhibitor is responsible for his or her own products before, during and after show dates.
- b. *Exhibitors with valuable equipment may wish to have their own night watchman.***
Please check with the Show Manager for appropriate passes.

We appreciate your strict adherence to all policies and procedures outlined above and look forward to hosting you in August. If you have any questions, please see contact list below:

Show Operations, On Site and Logistics questions, please contact Jason Luebke:
308.380.8816 or sparkyfarmer1032@gmail.com

Insurance, Exhibitor Credential and Administrative questions, please contact Peyton Fair:
212.600.3905 or peyton.fair@farmprogress.com

Marketing and Sponsorship questions please contact Dena Morgan:
515.371.2466 or dena.morgan@farmprogress.com

Show Qualification questions, please contact Matt Jungmann:
309.371.6117 or matt.jungmann@farmprogress.com