

**2024 HEALTH FAIR**  
**Wednesday, November 20, 2024**  
**DECC – Edmund Fitzgerald Hall**  
**8:00AM – 3:00PM**

**Exhibitor Eligibility and Assignment**

The Duluth JPE Wellness Committee reserves the right, in its sole discretion to determine the eligibility of exhibitors and exhibits for the wellness health fair, and reject or prohibit exhibits or exhibitors which the Committee does not consider appropriate, suitable or fitting.

Exhibit space will be assigned by the Duluth JPE Wellness Committee through invitation only. The Committee is responsible for ensuring availability of space and the compatibility of Exhibitors.

The Committee also reserves the right to design, modify the floor plan at any time and alter locations of exhibitors or booths or show activities to present a more successful show if deemed in the best interest of the health fair.

**Conduct and Character of Exhibitor**

Exhibitor must have at least one attendant in their designated booth/space during the hours that the fair is open to members. Exhibitors shall not assign or sublet space.

Exhibitors and their representatives are not permitted to sell merchandise or services.

Exhibitors and their representatives shall wear appropriate attire; anyone dressed unsuitably shall be asked to leave. Any displays and/or material considered to be lacking in dignity or not conducive to the business environment are prohibited. Unethical or inappropriate conduct may result in removal from participation in the health fair.

**Exhibit Requirements**

The Duluth JPE will inform exhibitors of the booth space, set-up and applicable rules. Exhibitors shall use care not to deface floors, walls or equipment provided and/or rented for the health fair; exhibitors shall be liable for any damage to the exhibit hall and to the property of other Exhibitors that they may damage.

The use or dispensing of alcoholic beverages from any booth is prohibited.

Exhibitors shall not sell products, services, food or beverages.

Exhibitors agree to occupy the space assigned for the duration of the health fair and to only exhibit products and/or services requested and/or approved by the Duluth JPE Wellness Committee.



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**Security**

Exhibitors are urged to remove valuable property from the premises during non-exhibitor hours of the health fair. The Duluth Joint Powers Enterprise, City of Duluth, Duluth Airport Authority (DAA), Duluth Entertainment Convention Center (DECC) and Housing Redevelopment Authority (HRA) are not responsible for lost or stolen property, during set-up, exhibition, or dismantling process.

Exhibitors agree to abide by all laws, ordinances and regulations of the City of Duluth, St. Louis County, state, fire and police departments and any other government or regulatory agency who may have jurisdiction over the facility and the health fair.

Exhibitors agree to obey all laws pertaining to the health and safety, consumer protection and protection of visitors of the health fair.

Exhibitors agree to obtain, at their own expense, any licenses or permits which may be required for the operation of its trade or business during the health fair.

**Set-Up / Tear Down**

Exhibit times are 8:00 a.m. – 3:00 p.m. on Wednesday, November 20, 2024.

Installation and booth set-up will be Wednesday, November 20 from 7:00 a.m. – 8:00 a.m.

Dismantle and tear down begins at 3:05 p.m. on Wednesday, November 20. Any deviation from this schedule may result in the exhibitor not being invited to future Bridge to Wellness events.

The Duluth Joint Powers Enterprise and the DECC, in its sole discretion, shall remove items from the booth or the hall by 5:00 p.m., Wednesday, November 20, and will not be responsible for any loss or damage that may occur to any item during this process.

**Miscellaneous**

All matters and questions not covered in this document are subject to the decision of the Duluth Joint Powers Enterprise and the DECC.

The Duluth Joint Powers Enterprise, the City of Duluth and the DECC reserve the right to use videos, newsprint or other media that includes the exhibitor's likeness to promote the wellness health fair.

