

VENDORS/EXHIBITORS

REGISTRATION DEADLINE: MARCH 14, 2025

(Register online at diocesehelena.org/eucharisticcongress)

We are grateful for the partnerships with our vendors and exhibitors.

All exhibitors are expected to adhere to the Exhibitors Code of Conduct (see below). The Diocese of Helena reserves the right to refuse any individual or group from being a vendor/exhibitor.

FEES:

- **Vendor** (Selling Merchandise/Services): \$50
- **Exhibitor** (No Sales): No charge; Suggested donation of \$50 to *For Youth, By Youth Scholarship*

INSTRUCTIONS:

By March 14, please submit your registration online at diocesehelena.org/eucharisticcongress. Space is limited and will be assigned on a first-come, first-serve basis. With your agreement, you will also need to submit:

- Brief description (150 words) of your organization
- A logo/image of your organization

(We will use your logo and description in our "Vendor/Exhibitor" materials. By giving them to us, you grant the Dioceses permission to use them in print and digital materials.)

Payment may be made online by card when you register. Or, after completing the online registration, you may choose to send payment by check, made payable to "Diocese of Helena" with "Convention Vendor" in the memo, to: Diocese of Helena, Attn: OYYAM, P.O. Box 1729, Helena, MT 59624.

Location: Our Vendor/Exhibitor area is in the PE Center. You may **setup** your table anytime after 3pm on Friday. Tables will be assigned on a first-come, first-serve basis. We suggest being ready to go by no later than 5:30pm (youth will begin arriving as early as 5pm). You may staff your table the entire weekend (Fri.: 5-10pm; Sat.: 8am-11pm; Sun: 7am-10am). However, the best times to be present will be at check-in and meal times, which can be found in the schedule when you register. You are responsible for all items at your table the entire weekend; we will not provide staff or security to watch your table. The building will be locked overnight.

THE DIOCESE OF HELENA AGREES TO PROVIDE:

- Two Exhibitor Passes that will get you access to the event, presentations, and meals.
- Include your brief description and logo in "Vendor/Exhibitor" materials that will be distributed to participants at check-in.
- For each Vendor/Exhibitor: One 6' table, 2 chairs, and access to WiFi internet. If requested in advance, we will provide access to an electrical outlet but you have to bring your own extension cords.

VENDOR/EXHIBITOR CODE OF CONDUCT:

- **Follow any rules**, instructions, or guidelines of the host facility (Carroll College) & the Diocese of Helena.
- **Agree to Participant Code of Conduct**, Safe Environment, and Medical and Media Release Statements
- **Bring your own materials**, merchandise, equipment, and, where applicable, your own point of sales or other payment processing equipment/resources (e.g. cash).
- **Sound/Music/Video:** exhibitors may use sound if the noise level does not disrupt other vendors or the event. It is the exhibitor's sole responsibility to obtain any licenses which may be required.
- **Affirm and support the active participation** in the Eucharistic Congress by youth and adult participants.
- **Exhibit the highest ethical standards**, personal integrity and professional conduct.



2025 Eucharistic Congress & Catholic Youth Coalition Convention

Code of Conduct, Medical Consent & Media Release

PARTICIPANT CONDUCT, MEDICAL CONSENT, & MEDIA RELEASE STATEMENTS

I, the undersigned hereby grant permission for me/my child (Participant) to attend and participate in the 2025 Eucharistic Congress and CYC Convention (Congress) on March 21-23, 2025, in Helena, MT, which may require transportation away from my home church. As a legal adult myself or the parent/legal guardian of Participant, I remain legally responsible for any personal actions taken by Participant. I agree on behalf of myself/my child, or our heirs, successors, and assigns, to hold harmless and defend my parish/school and the Roman Catholic Bishop of Helena, Diocese of Helena (Diocese), Carroll College, adult chaperones, and representatives associated with Congress, arising from or in connection with me/my child attending the event or in connection with any illness, injury or cost of medical treatment in connection therewith, and I agree to compensate the parish, its directors and agents, and the Diocese, chaperones or its representatives for reasonable attorney's fees and expenses arising in connection therewith.

I hereby warrant that to the best of my knowledge, I/my child is in good health, and I assume all responsibility for the health of me/my child. In the event of an emergency, I hereby give permission to transport me/my child to a hospital for emergency medical or surgical treatment. I wish to be advised prior to any further treatment by the hospital/doctor.

I/my child agrees to abide by all rules attached to Congress. Specific behaviors that are not permitted include but are not limited to: fighting, obscene language, drunkenness, offensive or revealing clothing, and the use or possession of tobacco, vaping products, illegal drugs, and weapons. I also understand that if I/my child violates any of the rules, Participant may be required to leave the activity at his/her own expense.

Event directors have the authority to prohibit video camera or other forms of image-recording devices, as appropriate, to prevent distractions or to protect against violating the privacy of participants. Violation of this policy may result in confiscation of such equipment for the duration of Congress and/or Convention and/or dismissal from the event(s).

By signing this form I understand that a picture of myself/my child and/or work or projects created by myself/my child (e.g. still pictures, audio/video recording, etc.) may be published in print or online by my parish, school, Legendary Lodge, Diocese, The Foundation for the Diocese of Helena, Carroll College, or their agents to advance the mission and purpose of the Catholic Church. I also grant Diocese permission to share the information included on the registration form with these or other entities to advance the mission and purpose of the Catholic Church.

Participant (Youth/Adult) Signature

Date

Parent/Guardian Signature

Date

ADULT DIOCESAN POLICY STATEMENT (Required of all Adult Chaperones):

I hereby attest that I have read or been informed of and agree to comply with the provisions of the Diocese of Helena's Policy Regarding Child Abuse, Sexual Misconduct, and Sexual Harassment, including submitting to a background check through my parish or Catholic school.

Adult Participant Signature

Date