



Presented by  
Billings Market Association

Office Use Only

**Application & Payment Address:**

Yellowstone Expo  
PO Box 80145  
Billings MT 59108-0145

Voice: (406) 652-6132  
www.billingsmarketassoc.com  
NO FAX  
bma@billingsmarketassoc.com

**Event Address:**

Billings Hotel & Convention Center  
1223 Mullowney Lane  
Billings MT 59101

Show Dates: Tues/Wed/Thurs **September 1-3, 2026**

Application Deadline: **July 15, 2026**

Move-In: Monday, **August 31, 2026**

MARKET HOURS: **Tuesday & Wednesday:** 9:00 a.m. to 5:00 p.m. **Thursday:** 9:00 a.m. to 3:00 p.m.

Showing at the **Billings Hotel & Convention Center in Billings, Montana**

Appointments before & after Official Hours will be accommodated.

**\*\* PLEASE NOTE: This is a WHOLESALE SHOW and not open to the public. Buyers in attendance are from businesses such as Clothing Stores, Gift Shops, Ranch Stores, Museums, Boutiques, Gas Stations, Etc., and are buying merchandise to retail sell in their stores. Show management reserves the right to review & reject any application not applicable to the show.**

Sales Rep Name \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell Phone Number \_\_\_\_\_

Email Address to appear in Buyer's Guide \_\_\_\_\_

Web Site to appear in Buyer's Guide \_\_\_\_\_

COMPANY NAMES TO BE LISTED                      DESCRIPTION OF MERCHANDISE                      INDEX CATEGORY


**INDEX CATEGORIES**

1. Made in USA	8. Infant & Kids Clothing	<b>Other</b>	
2. Made in Montana	9. Ladies Clothing	16. Food & Beverage	23. Men's Gifts & Grooming
3. Best of the West	10. Men's Clothing	17. General	24. Packaging Materials/Fixtures
<b>Apparel/Clothing</b>	11. Recreation & Activewear	18. Glasses & Sunglasses	25. Pet Supplies
4. Bridal & Special Occasion	12. Ski & Swim Wear	19. Gifts & Collectables	26. Saddles & Tack
5. Coats & Jackets	13. Souvenir T-Shirts	20. Home Accessories	27. Soap, Lotion & Bath
6. Footwear/Boots	14. Uniforms & Workwear	21. Jewelry & Accessories	28. Souvenirs
7. Headwear/Caps & Hats	15. Western Clothing	22. Kitchen Accessories	29. Toys

**▶▶▶ BOOTH ASSIGNMENT REQUESTS & EQUIPMENT NEEDS ◀◀◀**

**In which category would you like to be assigned booth space?**

- Gifts, Food, & Home Accessories
- Souvenirs
- Apparel / Non-Cash Carry

- Western, Men's Clothing & Recreational
- Souvenir T-Shirts
- Cash & Carry Accessories

If there are **special requests** (neighbors, location, full/no side walls, etc.,) please list. Requests are confidential **but not guaranteed**.

**I am requesting the following size booth which includes pipe & drape:**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> 10' deep by 10' long .....\$ 290.00 | <input type="checkbox"/> 10' deep by 25' long .....\$ 725.00  | <input type="checkbox"/> 10' deep by 40' long ....\$ 1,160.00 |
| <input type="checkbox"/> 10' deep by 15' long .....\$ 435.00 | <input type="checkbox"/> 10' deep by 30' long .....\$ 870.00  | <input type="checkbox"/> 10' deep by 45' long ....\$ 1,305.00 |
| <input type="checkbox"/> 10' deep by 20' long .....\$ 580.00 | <input type="checkbox"/> 10' deep by 35' long ....\$ 1,015.00 | <input type="checkbox"/> 10' deep by 50' long ....\$ 1,450.00 |

**I want one Power Box supplied to my booth: Circle one. YES NO \$15.00 ADDITIONAL CHARGE**

Power MUST be applied for with your application and is non-refundable.

There is no charge for chairs, tables, risers, or clothing racks.

**ANY CHANGES IN EQUIPMENT MUST BE MADE BY August 1, 2026.**

**Equipment Needs for my booth: \*\*The venue pulls equipment from storage prior to event so they may not be identical pieces**

Quantity

- |                          |  |              |           |
|--------------------------|--|--------------|-----------|
| <input type="checkbox"/> | Racks (These sit on the floor & are about 5' long with 1 bar to hang goods from)         |              |           |
| <input type="checkbox"/> | 4' Table (4' long by 2½' wide) <b>Do you want a white tablecloth covering for these?</b> | <b>Yes *</b> | <b>No</b> |
| <input type="checkbox"/> | 6' Table (6' long by 2½' wide) <b>Do you want a white tablecloth covering for these?</b> | <b>Yes *</b> | <b>No</b> |
| <input type="checkbox"/> | School Table (6' long by 1½' wide) <b>Do you want a white tablecloth for these?</b>      | <b>Yes *</b> | <b>No</b> |
| <input type="checkbox"/> | 8' Table (8' long by 2½' wide) <b>Do you want a white tablecloth covering for these?</b> | <b>Yes *</b> | <b>No</b> |
| <input type="checkbox"/> | Chairs   |              |           |

**Do you want the plywood risers covered with white tablecloths? Yes \* No**

- 6' Riser: Single (one shelf built on a single 6' Table)
- 6' Risers: Double (two shelves built on a single 6' Table)
- 8' Risers: Single (one shelf built on a single 8' Table)
- 8' Risers: Double (two shelves built on a single 8' Table)

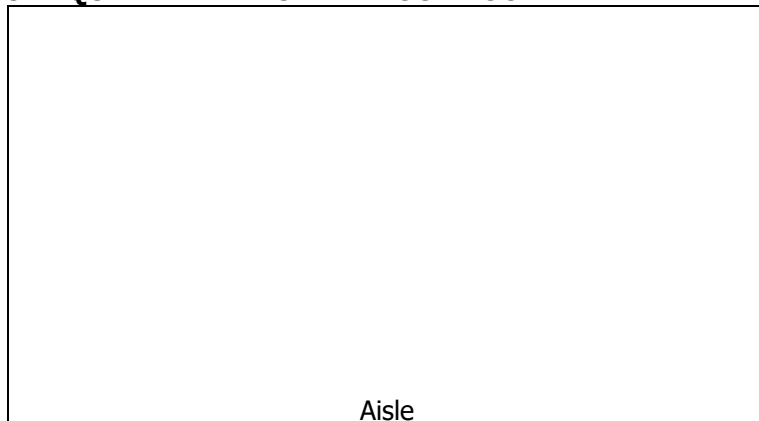
- 7' x 2' Grid for use in Booths\*
- 7' x 2' Display Grid by Registration Desk\*
- 1 or 2 Shelves available for Display Grids at no additional cost.

\*There are extra charges for tablecloths, riser cloths, grid and electricity.

**PLEASE DIAGRAM HOW YOU WANT YOUR EQUIPMENT PLACED IN YOUR BOOTH:**

**(Remember to consider the width of the equipment and to note which tables get risers!)**

10' deep



Aisle

▶▶▶ **FEE SCHEDULE** All payments must be received by **August 1, 2026** ◀◀◀

Minimum Payments on emailed applications must be received within one week for consideration. **AMOUNT DUE**

**Introductory Membership \*\*New as of September 2024**, there will be no membership fee for interested or returning exhibitors during your first year. New members include those who have not been active since 2023 & earlier.

<b>Membership Fee</b> (paid annually) .....	\$195.00	_____
<b>Booth</b> (See Page 2 for charges based on square footage) .....		_____
<b>Power Outlet in Booth</b> (Optional).....	\$15.00	_____
<b>Linens</b> (Optional) <b>**Please ensure you count two linens for each table that has a riser</b> .....	\$5.00 each	_____
<b>Grids (7' x 2') for use in Booths:</b> Grids do not stand by themselves. _____ rental at \$10.00 each		_____
<b>7' x 2' Display Grid by Registration Desk:</b> _____ @ \$30.00 ea. (limit 4 per rep) .....		_____
<b>1 or 2 Shelves available for Display Grids</b> at no additional cost. <b>Circle</b> 1 or 2 Shelves		
* Each Grid is marked with rep name & booth. Rep is responsible for hardware to attach items. Limited number available.		
<b>FULL COLOR Advertising:</b> 1/2 Page Ad in the Buyer's Guide (7" wide x 4.8" high).....	\$75.00	_____
Full Page Ad in the Buyer's Guide (7" wide x 9.8" high).....	\$100.00	_____

**Late fee if application & payment is received after July 15, 2026** .....\$25.00 \_\_\_\_\_

\_\_\_\_\_ **Check enclosed** **Total** \_\_\_\_\_  
 If check does not clear, a \$10.00 Returned Check Charge will apply.

▶▶▶▶ **A 5% Processing Fee will be added to all Credit Card Transactions**

**Charge to Credit Card:**      Visa              MasterCard              American Express              Discover

Name on Card: \_\_\_\_\_ Authorization Code: \_\_\_\_\_  
 Account Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
 Card Zip Code: \_\_\_\_\_ Email Address for receipt: \_\_\_\_\_

The listed cardholders authorize Yellowstone Expo to charge the above credit card for the necessary fees for the Yellowstone Expo Market. Yellowstone Expo reserves the right to charge Exhibitor for the difference between the Exhibitors' estimate of charges and the actual charges incurred.

Signature: \_\_\_\_\_

**Individual Market Buyer Registration List:** Each exhibitor attending the market will receive an electronic copy of the Buyer's List of stores attending at **no charge**. If you would like a list of stores who have attended in the past, please make that request to Christy and she will get you one. \*We do NOT charge our members for this information and the **ONLY** person that you should get a list from is Christy (as Show Manager) or a known member of the Board. Just before each event, we tend to get scammers pretending to be us. Please ensure that you are following communication from Billings Market Association or Yellowstone Expo.

**This will be sent as an attachment: (mark one) PDF or Word or Excel**

**Email Address:** \_\_\_\_\_

**Associate Badges:** Please list anyone below who will be helping with your booth so we can ensure there are badges

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

▶▶▶ **AREA ACCOMMODATIONS OFFERING MARKET RATES** ◀◀◀  
Please mention you are with Yellowstone Expo to get the reduced rate

**Billings Hotel & Convention Center**, 1223 Mallowney Ln, (406) 248-7151, \$135.00/night (plus tax & fees), full restaurant & bar, free shuttle to and from the airport, just let them know you will need a ride when you make your reservation.

**Quality Inn**, 2036 Overland Ave., (406) 652-1320, \$120.00/night, Free Hot Breakfast, Single or Double.

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▶▶▶ **FREIGHT & SHIPPING** ◀◀◀

It is YOUR responsibility to ensure freight is shipped and scheduled for pick up for return to/from the Billings Hotel & Convention Center in time for the market. Please ensure that your name, company, and for Yellowstone Expo are clearly marked.

\*\*The Billings Hotel & Convention Center does NOT have a forklift

**Yellowstone Expo will charge \$2.00 per piece / \$5.00 per pallet of freight that the Hotel will need to receive ahead of time for secure storage.**

▶▶▶ **BILLINGS MARKET ASSOCIATION, INC. RULES, REGULATIONS, & CODES OF CONDUCT** ◀◀◀

1. Each member participating in Market shall pay the required fees designated by the show contract.
2. Admission to the Market is restricted to registered exhibitors, associates, and buyers. **Badges must always be worn.**
3. There shall be no soliciting of business in the hallways, doorways, or aisles. No Buttonholing. Attendees must be free to attend the market without harassment. Please allow a member to complete their business with a buyer before approaching the buyer.
4. There shall be no gambling, drinking of intoxicating liquors, or use of illegal substances in any exhibitor's booth during show hours of the market.
5. Displays, merchandise, models, signs, & attention-attracting devices shall be confined to the exhibitor's booth only. Noises, including music, audible beyond the exhibitor's booth shall be prohibited.
6. Displays, signs and dress of exhibitors, associates, and models shall be in good taste and consider the broad spectrum of those attending the market.
7. **All booths will be kept presentable and workable during market hours throughout the show. All booths shall be kept open and always staffed during market hours.** (You should have your booth staffed by an associate if you plan an extended lunch hour.) Display limit for the sides of the booth is 7' high. No coverings will be allowed over the top of the booth.
8. **No member or associate shall dismantle or close their exhibit in any manner prior to the official close of the market.**
9. All loss of equipment or damage to furnishings will result in a \$100 fine plus the cost of damages to be charged to the member exhibitor.
10. Member exhibitor will be held responsible for actions of any associates, models, or guests, of said member exhibitor.
11. Any formal complaints filed by one member of the Association against another member must be in writing to the President. If any member has a complaint filed against them for buttonholing, the penalty for the first offense will be a warning and for the second offence a \$100.00 fine.
12. Only registered service pets will be allowed in the show area.
13. Any samples that are sold during market hours must have a receipt from the salesperson stating the product sold and to whom. Salespeople that sell inventory to accounts must furnish accounts with receipts for all goods being removed from the show area. **Advertising samples for sale can be done by posting a 3 x 5 card on a special bulletin board at the main entrance and/or sign in booth.**
14. Any member who shows in Billings at any other location during our scheduled show is suspended from further participation with BMA/Yellowstone Expo and may be reinstated only with the approval of the officers and directors.
15. Under no circumstances will Billings Hotel & Convention Center or the Billings Market Association, Inc., DBA: Yellowstone Expo accept liability for goods, products, equipment, or personal effects.
16. **Cancellation Policy:** A \$150.00 fee will be implemented for cancellation of booth thirty (30) days prior to move in day of Market barring catastrophic circumstances to be determined by the Board.
17. Neither Billings Hotel & Convention Center nor the Billings Market Association, Inc. shall be liable for damages for any delay or default in performing this agreement if such delay or default is caused by unforeseen conditions beyond its reasonable control, including but not limited to Acts of God, fire, flood, tornados, earthquakes, acts of war or terrorism, labor dispute.
18. Everyone will abide by the rules and regulations of our host location - Billings Hotel & Convention Center.

Signature Required \_\_\_\_\_