

# 2019 Show Exhibitor Two Page Application and Contract

**Booth #**



## 2019 Show Dates

### One Application Per Show Location

<input type="checkbox"/> Glendale, AZ	March 9	Glendale Civic Center
<input type="checkbox"/> Las Vegas, NV	March 23	Santa Fe Station Hotel & Casino
<input type="checkbox"/> Tucson, AZ	March 30	Casino Del Sol-Grand Ballroom
<input type="checkbox"/> Mesa, AZ	April 13	Mesa Convention Center
<input type="checkbox"/> Glendale, AZ	September 7	Glendale Civic Center
<input type="checkbox"/> Las Vegas, NV	October 12	Santa Fe Station Hotel & Casino
<input type="checkbox"/> Tucson, AZ	October 26	Casino Del Sol-Grand Ballroom
<input type="checkbox"/> Mesa, AZ	November 2	Mesa Convention Center

Mail Exhibitor Application and Make Checks

Payable to:

SEI, Inc.

6499 S. Kings Ranch Rd. #6-80

Gold Canyon, AZ 85118

Fax: 480-288-2000

E-Mail: [info@womensdayoutexpo.com](mailto:info@womensdayoutexpo.com)

Website: WomensDayOutExpo.Com

Exhibitor Booth and Table Locations Assigned In the Order Received  
 Exhibitor Set-Up/Move-In Hours: Saturday Morning 7:00 a.m. to 9:00 a.m.  
 Exhibitor Show Details will be E-Mailed to the E-Mail Provided On File  
 Booths are assigned in the order received.  
 Show Hours: Saturday: 9 a.m. to 4 p.m.

#### Exhibitor Information

Mr.  Mrs.  Miss \_\_\_\_\_ Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Phone: (    ) \_\_\_\_\_ Fax #: (    ) \_\_\_\_\_ Cell #: (    ) \_\_\_\_\_  
 E-Mail Address: (Please Print Clearly) \_\_\_\_\_ @ \_\_\_\_\_  
 Web Address: www. \_\_\_\_\_

Please Reserve:	<input type="checkbox"/> No Tables Needed	Check	Credit/Debit	Total
<input type="checkbox"/> (Non-Sales) Table	1 Table 2 Chairs	\$275.00	\$295.00	\$ _____
<input type="checkbox"/> 10x8 Booth	1 Table 2 Chairs	\$340.00	\$360.00	\$ _____
<input type="checkbox"/> 20 x 8 Booth	1 Table 2 Chairs	\$640.00	\$660.00	\$ _____
<input type="checkbox"/> 30x 8 Booth	2 Tables 2 Chairs	\$940.00	\$860.00	\$ _____
<input type="checkbox"/> 20x 16 Booth	2 Tables 2 Chairs	\$1040.00	\$1060.00	\$ _____
<input type="checkbox"/> Electrical Outlet: \$75.00 (Optional)				\$ _____
<input type="checkbox"/> Pipe & Drape \$60.00 (Optional)				\$ _____
<input type="checkbox"/> Corner Premium Booth Location \$50.00 (Optional)				\$ _____

#### PRODUCT DESCRIPTION (Required):

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

City of Las Vegas Temporary License (Required) for Las Vegas Show Exhibitors Only \$15.00 \$ \_\_\_\_\_

**NOTE: Final Booth Fee Payment Due 60 Days Prior to First Show Date. TOTAL DUE: \$ \_\_\_\_\_**

**Less Deposit Enclosed (\$100.00 non-refundable deposit) required per show. \$ \_\_\_\_\_**

**Payment Information (Please include payment with exhibitor application form) BALANCE DUE: \$ \_\_\_\_\_**

Check Payment       Cashiers Check/Money Order       Debit/Credit Card

Please Charge any balance due to credit/debit card below 60 days prior to show date.

Credit/Debit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Sec. Code: \_\_\_\_\_

Authorized Cardholder Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

2019 Exhibitor Rules and Regulations (Signature Required)

**THE APPLICANT (Show Exhibitor)** Agrees to hold harmless. Specialized Events, Inc. (SEI, Inc.) from any and all claims, demands, suits, damages, liability, loss, expenses and attorney fees which may arise out of any action of failure to act of the applicant (EXHIBITOR) or any of its employees, representatives, or assignees including but not limited to, claims of damages or loss of property, injury, harm or death to the person or any of the APPLICANTS or any of its employees, representatives or assignees EXHIBITORS. Exhibitors are encouraged to insure themselves against all loss and claims and hold SEI, Inc. harmless from all claims and liabilities. Additionally, the applicant, agent, employee, or assignee shall not hold SEI, Inc. or Show Venue or Show Location Staff or Management accountable for or liable in the case of fire, water, earthquake, hurricane, tropical storm, venue utility disruption and other acts of God or any accident or loss. **APPLICANT PAYMENT REQUIREMENTS:** A **NON-REFUNDABLE DEPOSIT** in the amount of \$100.00 must be included in the form of a check, money order or credit card. Complete credit card information must include: account number and associated required information ie. Account Number, Security Number (Back of Card), Complete Statement Billing Address (If different from address provided) and Authorized Signature. Booths will NOT be secured without all required information and/or payment. Final Payment Balance for all fees are due 60 days prior to the first event show date. If you pay by credit card you agree to the \$20.00 credit card processing fee charge against your credit card. By providing a required signature, you are authorizing the charge against your credit card for the requested deposit and balance due. ALL SALES ARE FINAL. Number of Participants: SEI, Inc. makes no guarantee of participation, attendance or sales results. SEI reserves the right to change show venues & dates.. SEI reserves the right to cancel an EXHIBITOR CONTRACT & BOOTH SPACE RESERVATION form in the event of any violation of specific rules and regulations, WITHOUT REFUND. A fee of \$40.00 will be assessed for returned checks. **EXHIBITOR SET-UP/EXHIBITOR MOVE-OUT:** Instructions for exhibitor set-up and move-out information is emailed prior to all events. Exhibitor is responsible for contacting SEI, Inc. regarding changes to e-mail address and/or non-receipt of show details or change in contact person information. **SALES TAX: (Where applicable)** Sales Tax must be collected on all items sold. Exhibitors must have valid licenses prior to show and for payment of all applicable taxes and fees. Exhibitor is responsible for researching what applicable licenses are required. **EXHIBITOR REGISTRATION:** All exhibitor employees and authorized representatives must register and obtain an exhibitor badge before entering show floor. Exhibitor Badges must be worn during show set-up and show hours. No exceptions. **NON-DISPARAGEMENT:** Exhibitors shall not disparage SEI, Inc., or it's employees. For the purpose of this section, "disparage" shall mean the making of any negative statement, whether written or oral. Exhibitors agree and acknowledge that this non-disparagement provision is a material term of this agreement. In the event that an Exhibitor breaches this section of this agreement, SEI, Inc. will be entitled to liquidated damages in the amount of 25% of the agreed upon total amount due for space rental as recompense for damage to SEI's reputation, standing, and loss of revenue.

**ENTIRE AGREEMENT:** This printed means of communication contains the entire agreement between the parties relating to the subject matter hereof. The parties have made no contracts, representations or guarantees relating to the subject matter hereof which are not included herein. Modifications of this contract will void the entire contract unless made in writing and signed by both parties.

**MESSAGE THERAPISTS:** Any massages, chair or otherwise, are only permitted by being a City or County licensed massage therapist whichever applies. The individual(s) performing the massage must have their appropriate license during the event. Any and all fines imposed by the authorities will be paid by the Exhibiting Company as listed in Exhibitor Contract.

**EXHIBITOR RESPONSIBILITIES:**

Displays inside exhibitor booths must be attractive, neat, and orderly displayed during all show hours. Exhibitors shall not display products and or items for sale inside cardboard boxes. **EXHIBITOR must** protect the show venue and property from damage done by the Exhibitor, its employees, staff and agents. Nothing may be tacked, taped, stapled or nailed in any way attached to facility property. Repair costs will be assumed by the exhibitor.

**PROHIBITED:** Balloons, Paint and Spray Cans.

**FLAMMABLE MATERIALS:** No combustible decorations or drape materials shall be used inside show venue. All materials must be flame- retardant. As directed by the fire ordinance in all state and city municipalities.

**ARRANGEMENT OF EXHIBIT BOOTHS:** Must be confined within the perimeter of booth space rented. Exhibitor personnel and or staff may NOT work the aisles. Back drops must not exceed 8 feet. Booth designs shall not interfere or obstruct with the exhibits of others. Exhibits will not exceed or extend beyond the 10 foot depth of assigned booth space. No exhibit shall lean or rest against an adjacent booth.

**EXHIBITOR ITEMS NOT COVERED HEREIN:**

SEI, Inc. shall rule upon all matters or issues not covered herein regarding disputes, or problems which may arise pertaining to issues not specifically covered and/or agreed upon in the foregoing content of this contract, and such ruling, when made, shall be binding both on the EXHIBITOR and SEI, Inc.

**CO-LOCATION OF SHOW:** SEI, Inc reserves the right to co-locate (share) the Women's Day Out Expo within the same venue as other shows owned and managed by SEI, Inc. ie Health and Wellness Expo etc.

**VERBAL MARKETING:** Verbal marketing which extends beyond rented booth space is strictly prohibited.

**SMOKING:** Always prohibited in or near the exhibit building.

**TEAR DOWN.** Exhibitors may not begin dismantling booths prior to the close of the show. Exhibitors must await the "OK" from show management that the public has 100% vacated the show venue in order to open any large overhead doors and OK the use of carts, wagons, power jacks etc.

**DOOR PRIZE(S)** Exhibitors are required to contribute \$25.00 (retail value) in product or in the form of a gift card to be given away as door prizes.

**ELECTRICAL.** Exhibitor understands that each electrical outlet is limited up to 500 watts. It is advised to check electrical items being used to avoid any power outages. Exhibitors are responsible for all other supplies ie. Extension cords.

**PARCELS/SHIPMENTS.** It is advised that parcels & shipments arrive on Exhibitor Set-Up Day. Exhibitors are responsible for charges to hold, store or deliver to an exhibitor booth.

**TWO PAGE EXHIBITOR APPLICATION.** Incomplete Exhibitor Applications will not be accepted. Exhibitor Application must be completed and signed. (both pages).

I have read and agree to abide with all exhibitor terms.

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Authorized Signature

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Date Signed