

All-Around Women's Expo

Saturday, March 29, 2025, 10:00AM to 5:00PM and

Sunday, March 30, 2025, 10:00AM to 4:00PM

Fox Cities Exhibition Center, 355 West Lawrence Street, Appleton, WI 54911

This is an application to the All-Around Women's Expo, which will become a binding contract between the two parties All-Around Women's Expo LLC and the vendor listed below. Signing below means that said vendor will abide by all rules and regulations upon acceptance by show management (All-Around Women's Expo LLC).

EXHIBITOR INFORMATION

Company Name/Exhibition Company: _____

Physical Address: _____ **City:** _____ **State:** ____ **Zip Code:** _____

Mailing Address if different than Physical Address: _____

Phone Number: _____ **Cell Number:** _____

Website if You have one: _____ **Email:** _____

ALL cashier's checks are payable to: All-Around Women's Expo LLC or you may pay by Credit/Debit Card, Amex, Apple Pay, Discover, Google Pay, Master Card, and Visa plus processing fees.

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All Booth Options include pipe and drape (NOT including Table ONLY), 1 - 8'x30" black skirted table, 1 chair, booth marker, 2 exhibitor ID's, and a listing in program guide along with contact information in guide.

Table Only (8'x30") Black skirted table with 1 chair ----- \$275.00 _____

PLEASE BRING YOUR OWN GARBAGE CAN FOR YOUR BOOTH SPACE ALONG WITH BAGS NEEDED

10'x10' Booth 1 - 8'x30" table w/black skirting, 1 chair, black pipe, and drape ----- \$450.00 _____

PLEASE BRING YOUR OWN GARBAGE CAN FOR YOUR BOOTH SPACE ALONG WITH BAGS NEEDED

15'x10' Booth 1 - 8'x30" table w/black skirting, 1 chair, black pipe, and drape ----- \$675.00 _____

PLEASE BRING YOUR OWN GARBAGE CAN FOR YOUR BOOTH SPACE ALONG WITH BAGS NEEDED

20'x10' Booth 1 - 8'x30" table w/black skirting, 1 chair, black pipe, and drape ----- \$850.00 _____

PLEASE BRING YOUR OWN GARBAGE CAN FOR YOUR BOOTH SPACE ALONG WITH BAGS NEEDED

CALL if you need a bigger booth space.

Corner/End it will be an extra ----- \$100.00 _____

Booth Needing electricity, it is \$50.00 for the first 10' of frontage of booth and \$25.00 thereafter for each 10' booth space rented where electricity is needed. _____

Needing extra chairs, each chair ----- \$5.00 _____

Needing extra tables, each table ----- \$15.00 _____

Total _____

Names Needed for the 2 Included Exhibitor Badges: _____ and _____

More badges needed MUST contact our office at allaroundwomensexpo@gmail.com or call (920) 202-2962 on or before February 7, 2024, so we may retrieve additional names and ea. additional badges will be \$10.00.

CALL if needing a bigger booth space or additional booths in other areas at (920) 202-2962.

FOOD VENDORS 1 - 10'x10' Booth with black skirting, 1 chair, black pipe, and drape ----- \$100.00 _____

For this booth space price, you will be supplied a list of celebrities and guests up to 6 VIP bands with their names. They will be able to stop and enjoy your food for free during the day and/or days that they are booked or attending. Please be advised All-Around Women's Expo LLC, our staff, and/or exhibitors are **NOT** privileged for this advantage **ONLY** those with the VIP pass. Your staff is also in charge of maintaining the warming kitchen, cleaning tables in the dining area and making sure that the garbage in the dining area is placed in the designated receptacles that are supplied by the Fox Cities Exhibition Center.

All-Around Women's Expo LLC will Only stop in your area to make sure that the cleanliness stays maintained. If not maintained, we may not ask you to return the following year.

Also, you and the other food exhibitors, which there will only be 2-3 food exhibitors. You are required to set up, maintain the cleanliness of warming kitchen, cleaning of the warming kitchen floor, kitchen spills and cleaning of warming kitchen after the event closes each day. Food exhibitors will meet beforehand so all of you can meet and work together on the cleanliness of the dining area and warming kitchen schedule.

If you need more booth space, you are required to rent a booth space at the regular exhibitors' rate as shown above.

ALL BALANCES DUE BY FRIDAY, FEBRUARY 7, 2025

Total Due _____

2025 All-Around Women's Expo LLC Terms and Conditions for Exhibitors

Agreement – Exhibitors, by signing and submitting means the activation of this contract for exhibitors. The exhibitor has read, understood, and agreed to each of the terms and the conditions set forth by the exhibitor. Furthermore, agrees to defend and hold harmless All-Around Women's Expo LLC against any claims arising from the exhibitor's participation in the event, All-Around Woman's Expo in Appleton, WI, or violation of any of All-Around Women's Expo LLC policies outlined here or adapted after the publication of the exhibit prospectus governing the event.

All-Around Women's Expo LLC will have video and photography coverage during show hours. This photography and video will be used to promote All-Around Women's Expo LLC expos on their website, print and/or commercials, media, television for the future. There may be an occasion when your company photographs will be selected for the sole purpose of promoting our expos. Your signature below gives us permission to use the photo of your company's display.

Allocated Booth Spaces – Exhibit spaces will be awarded to exhibitor on a first come, first serve basis which means the exhibitor has exhibitor space paid in full then the space will be assigned to the exhibitor.

Building Regulations at any of our Events - It is understood that the exhibitor shall not deface the premises in any way. Exhibitors will not be permitted to drive hooks, nails, tacks, or put-up decorations or adhesives that would deface the premises in the facility.

All-Around Women's Expo LLC is not responsible for the loss or damage to exhibitors' property at any of our events. If the exhibitor desires to have goods, samples, or other property brought onto the exhibition premises. They, the exhibitor MUST be insured against loss due to any cause. He or she shall obtain insurance at his/her own expense. Actions which jeopardize the premises and insurance thereof exhibitor shall not without prior express written consent of the city display or operate any motor vehicle, engine motor, or machinery on the lease premises. Exhibitors may NOT use oils or other flammables for any purpose nor use any other agent for heating or illuminating premises except what is provided by the city or the exhibition center. The exhibitor shall not set off or exhibit unto said premises any firearms, fireworks, or explosives.

Cancellation or Refund Policy – Cancellation after Friday, January 24, 2025, CST will be processed to exhibitor less 50% administration fee of vendor space or amount paid to date.

Cancellations received after Friday, February 28, 2025, at 5:00 PM CST will be processed to exhibitor without a refund. For cancellations eligible for a refund, All-Around Women's Expo LLC will issue refunds within 30 days of completion of "All-Around Women's Expo" in Appleton, WI at the Fox Cities Exhibition Center on March 29, and March 30, 2025.

Cancellations will only be accepted from exhibitors in writing through email at (allaroundwomensexpo@gmail.com) or mail. Phone calls from exhibitors for cancellations will not and cannot be accepted. Eligibility for refunds less 50% administration fee of vendor space or amount paid to date. Exhibitors will need to have a doctor's excuse for anything as far as illness, death, birth of an immediate family members child or an unknown Act of God, such as fire or accidents to an immediate family member, such as a mother, father, spouse, children, or siblings only and of course onto them (Exhibitor). If the expo is cancelled due to fire, natural or man-made disasters, strikes, governmental regulations or other causes beyond All-Around Women's Expo LLC control; then, All-Around Women's Expo LLC shall determine an eligible basis for refunds after consideration of expenditures and commitments already made to the advertising agreements, celebrities' bookings, and venue location.

Copyright/Music/Sound/Music/Video - Exhibitors in general may use sound equipment in their booths so long as the noise level does not disrupt the activities of neighboring exhibitors' speakers' and sound devices should be positioned as to direct sound into the booth rather than into the aisle Rule of thumb: sound and noise should not exceed 85-decibels. Projection machines are limited in their operation to demonstration only and shall not be used for shows designed to attract or amuse visitors. All production must be in accordance with the requirements of the fire prevention authorities and in harmony with any agreement with All-Around Women's Expo LLC and labor unions. Approval of the use of entertainment should be received at All-Around Women's Expo LLC at least 60 days (January 27, 2025) prior to installation. Exhibitors should be aware that music and video played in their booths whether live or recorded may be subject to laws governing the use of copyrighted composition. Exhibitors shall defend and hold All-Around Women's Expo LLC harmless for any copyright laws associated with the exhibitor's use of copyrighted music in their exhibit.

Deliveries - All deliveries to the Fox Cities Exhibition Center will be managed through the Fox Cities Exhibition Center Facilities Manager. To set up the deliveries for the exhibitors please reach out to us to set this up with their contact.

Demonstrations at Exhibition Space – The exhibitor should do their demonstrations or presentations in one owns exhibitors' space and **NOT** reaching into aisles or into other neighboring spaces this will result in not returning to any future events. If a consumer wants exhibitors to enter aisles or neighboring exhibitors want neighbor to enter their space, it will be tolerated.

Deposits – Deposits MUST be 50% on down of exhibitors rented booth space.

Disabilities – To ensure the ability to accommodate special needs with respect to disabled individuals you must notify All-Around Women's Expo LLC in advance of any special needs or disability which requires accommodations by us or the Fox Cities Exhibitors Center.

All companies exhibiting need to be aware of the Disability Act (ADA) and are encouraged to help attendees with disabilities with respect to their needs and wants when possible. Information is at the Disability Act website for more information.

Door Prizes – We do recommend but do not require that you have your own Door Prizes. All-Around Women’s Expo LLC will have door prizes as well but if you wish to donate a door prize or prizes valued at \$200 or more, we will announce it on the main stage. If you wish to do so it will be announced over the loudspeaker and posted to retrieve their door prize at the exhibitor’s booth space.

Eligibility to Exhibit – Companies with businesses interested in promoting products and/or services for public attendance. Those products and/or services such as drugs, illegal arms, pornographic, and/or anything illegal in the state in which All-Around Women’s Expo LLC holds this event and has the right to reject your contract for products and/or service. If said vendor is at event and displays such items All-Around Women’s Event LLC has the right to have said Exhibitor leave the event and/or be escorted out of the event.

Emergency – Please Dial 911 and then let staff members know ASAP. We want to verify the information, help clear area for Ambulatory crew to get in/out and any/or law enforcement officials.

Exclusivity – All-Around Women’s Expo LLC is not responsible for participating exhibitors that offer the same products and/or services which are competitive with another exhibitor. There will be NO refund eligibility and/or discount as it relates to competing exhibitors’ products and services. Also, direct selling companies, it is your responsibility to contact the company that you represent to confirm how many your company allows to vend at an event.

Exhibitor – is a person who displays works of art, products, and/or services of interest at an exhibition.

If there are any contractors needed for individual exhibitors’ setup it must be handed to us in writing by mail or email and NO texts by Friday, February 7, 2025, to 1835 East Edgewood Drive, Suite 105, PMB 53, Appleton, WI 54913, and postmarked mail on or by February 3, 2025. The contractor must also supply us with a Certificate of Insurance before Friday, February 7, 2025. The exhibits may not expand into the aisle or space out into the aisles. You must maintain your exhibition space, booth spaces including the sign, may not exceed the eight feet back wall height.

Exhibitor Badges – Exhibitor Badges will be given to vendors upon check-in, which **MUST** always be worn during set-up, event times and tear down for everyone’s safety. Each exhibitor is responsible for retrieving and handling their name tags and not losing them. To order more name tags you **MUST** contact our office at allaroundwomensexpo@gmail.com so we may order more for your booth and each additional badge will be \$10.00.

Exhibition Schedule – The “All-Around Women’s Expo” will be held at the Fox Cities Exhibition Center, 355 West Lawrence Street, Appleton, WI 54911. **NOTE:** If the Fox Cities Exhibition Center allows set-up on Friday, March 28, 2025, we will contact you. The times for set-up, expo times and tear-down is as follows:

Saturday, March 29, 2024, set-up time is 6:00 AM to 9:00 AM

Expo time Saturday, March 29, 2024, 10:00 AM to 5:00 PM, and all vendors **MUST** exit the Fox Cities Exhibition Hall on or before **6:00 PM**

Expo time is Sunday, March 30, 2024, 10:00 AM to 4:00 PM, and tear-down is at **4:00 PM to 6:00 PM**. Please be mindful for customers still around. If you start to tear down prior to 4:00 PM you may not get invited back. **ALL** Exhibitors **MUST** be out of the Expo building by **6:30 PM**.

Facebook/Instagram – Facebook lives at your booth during the weekend you need to reach out to our Marketing Manager at (920) 460-8641 and she will schedule you for a **15-minute live spot at your exhibit location for \$20.00 on our Facebook Page**.

Fire and Safety Regulations – All local fire and safety regulations are strictly enforced, and exhibitors assume all responsibility for their compliance with such regulations. All decors **MUST** be flameproof and no other combustible items in said exhibitor’s space. Signs could be hung on the back pipe and drape but not to exceed the stability of the pipe and drape wall. Also, merchandise may be stored underneath draped tabletops without being in the aisle of traffic. **More storage space needed contact us for rental of storage space.**

Forfeiture/Right off Exhibitors’ Property - If an exhibitor does not follow the rules and regulations set forth by All-Around Women’s Expo LLC the exhibitor shall forfeit the amount paid for space rented and contracted regardless of whether he/she exhibits space is subsequently leased. All-Around Women’s Expo LLC reserves the right to remove exhibitor, exhibitor’s products, and all private property of the exhibitor at the exhibitor’s expense. If the exhibitor violates any of the conditions of the exhibitor’s agreement this right may be exercised without prior notice or hearing.

Garbage – Please bring your own garbage can or can that does not exceed over 3’ feet in height; along with can liners for easy disposal for you. At the end of the event each day, there are two sides of the stage, and we **NEED** you to place your recyclables on the right-hand side facing the stage and garbage on the left-hand side facing the stage. Please leave garbage in your bags out to the courteousness to the Exhibition Center’s staff. If you leave recyclables and/or garbage at the end of the event in your booth space, you will be billed a \$50.00 charge for garbage and recyclable removal cost and/or will not be asked to return the following year.

Signature: _____ **Date:** _____

(Even without a signature you are agreeing to the terms of the contract by participating as a vendor at the event)

Governmental health concerns or emergencies - We will continue to monitor any situations such as COVID-19, natural disaster, or any government health concerns. All attendees and exhibitors will be asked to comply with any regulations that will be placed onto the expo from the Fox Cities Exhibition Center in Appleton, WI.

Insurance and Liability – We require a copy of your insurance, and it must be current at the time of the event and we, All-Around Women’s Expo LLC, are to be listed as an insurer at the time of the event. We will need a copy along with your contract to have an assigned exhibitor space for you, the exhibitor. The exhibitor hereby agrees to hold All-Around Women’s Expo LLC and the facility harmless from any and all claims, demands, suits, liabilities, damage, loss costs, paternity fees, and expenses of whatever kind of nature which might arise out of the action or failure to act of the exhibitor or any of its officers, agents, employees, or other representatives including but not limited to claims, damage, loss to property, harm or injury to a person or persons.

Interpretation and Enforcement - These terms and conditions outlined here are part of a contract between the exhibitor and All-Around Women’s Expo LLC as well as their agents, directors, employees, officers, volunteers, successors, and any assignees with All-Around Women’s Expo LLC have full power of in per taxation and enforcement of these rules. All matters in question not covered by these regulations are subject to the decision of All-Around women’s Expo LLC; all decisions so made shall be binding on all parties affected by them as with the original regulations and rules. In addition, to the above terms and conditions All-Around Women’s Expo LLC exhibitions by any person or company whose conduct or display of goods is in the opinion of All-Around Women’s Expo LLC compatible with the general character and objectives of the exhibition and/or All-Around Women’s Expo LLC.

Law Enforcement – They may enter premises at any time we start set-up until we have exited from tear-down.

Masks – Masks are recommended, but not required for exhibitors.

Parking details - there are two parking ramps owned by the city of Appleton that do adjoin to the Hilton Appleton Paper Valley through skywalk connections that we suggest for parking the red ramp (superior St) and the green ramp (division St). Please visit <HTTPS://fcexhibitioncenter.com/parking/>.

Use of ANY large box trucks or semis must call All-Around Women’s Expo LLC to find out details for set-up and tear-down.

** For those in need of an elevator (the elderly, disabled or a vendor transporting materials) to access the hotel from the skywalk with ease we recommend parking in the green ramp (located on Division Street access from the Performing Arts Center). Please do not share this information with anyone else but us **NOT** attendees.

Payment Schedule and Contract Deadline – Contract is for exhibitor space as outlined above. The submission of the contract requires 50% down payment along with the contract and proof of insurance otherwise it is **NOT** a valid contract. All payments are due by Friday, January 10, 2025, by 6:00 PM. After the deadline, the payments may be rejected due to space availability. All contracts require a 50% down payment deposit to secure their space. Early Bird booth specials require full payment at the time of purchasing/mailling contract by Friday, December 27, 2024, by 6:00 PM is the deadline for securing your booth space. We will fill booths in front of the entrance on a first come first serve basis. The exhibitor’s booth space assignments will take place after exhibitor’s **full payments have been received and processed**.

Postponement – If All-Around Women’s Expo LLC is unable to open the All-Around Women’s Expo as herein provided or is compelled to postpone or relocate said All-Around Women’s Expo on account of acts of God, casualties, fires, strikes, and beyond other causes. All-Around Women’s Expo LLC shall not be in any manner financially liable to the exhibitor if the show is postponed and the exhibitor is unable to participate on a rescheduled date. Any monies paid can be applied to any other future show held by the producer of All-Around Women’s Expo LLC.

Safety and Security - The Fox Cities Exhibition Center has upgraded airflow and circulation with hospital-grade MERV 13 filters. The Fox Cities Exhibition Center has a touchless experience with the Evolv Express Security System upon entry (previous security measures remain in place as well).

Show director and unions - Information for ordering carpeting, furniture, telecommunications, shipping material and handling, utilities, and other services will be sent via e-mail to the company contacted within 60 days of the contract. Recap.... with full payment exhibitors shall abide by agreements made between All-Around Women’s Expo LLC, the exhibit facility, any unions, or other labor groups having justification at the event. All work involved with set-up and dismantling of exhibits must be performed by authorized personnel.

All exhibitors shall be responsible for obtaining any licenses, permits, or approvals required under local, state, or federal law applicable to their activity at the exhibition. Exhibitors must collect the state sales tax or the county tax and in turn make sure that they are liable for their own taxes and license and bring no harm to All-Around Women’s Expo LLC.

Violations - The exhibitors shall be bound by the rules and regulations set forth herein. All matters and questions not covered by the above will be subject to final judgment and decision by All-Around Women’s Expo LLC. Any violations by the exhibitor of any of the terms and conditions herein are subject to the cancellation of the contract to occupy exhibit space and to forfeiture of any monies paid on account thereof upon due notice of cancellation. All-Around Women’s Expo LLC has the right to take possession of the exhibitor’s space, remove all property of the exhibitor, and the exhibitor is responsible for all risks and expenses incurred in such an event.

I hereby agree that I have read the Terms and Conditions above and will follow the agreement set forth for me. I hereby sign my company's name and/or my personal name for self-employment and date it. I also hereby acknowledge that I am liable for my actions, and I will hold All-Around Women's Expo LLC harmless to my actions.

Print Company Name: _____

Print Personal Name: _____

My Personal Signature: _____

Date: _____