



**Two Page Vendor Application**  
**One Application Per Show Location**  
**CHECK OFF THE SHOW LOCATION/DATE BELOW**

Mail Exhibitor Application and Make Checks

Payable to: SEI, Inc.

10516 E. Superstition Range Rd.

Gold Canyon, AZ 85118

Vendor Line: 602-625-3000

Fax: 480-288-2000

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

Website: WomensHealthAndBeautyExpo.Com

**LAS VEGAS, NV Saturday November 21**

**Santa Fe Station Hotel & Casino - Centennial Ballroom**

Vendor Show Set-Up/Move-Out Details available on-line at:  
**WOMENSHEALTHANDBEAUTYEXPO.COM**

**Show Hours: Saturday: 9 a.m. to 4 p.m.**

**Vendor Information**

Representative Name: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax #: ( ) \_\_\_\_\_ Cell #: ( ) \_\_\_\_\_

E-Mail Address: (Please Print Clearly) \_\_\_\_\_@\_\_\_\_\_

Web Address: www. \_\_\_\_\_ Facebook Page: \_\_\_\_\_

Application and Deposit Fee (non-refundable) **CHECK THE FEE THAT CORRELATES WITH YOUR BOOTH REQUEST:**

<b>Please Reserve:</b>	<input type="checkbox"/> <b>No Tables Needed</b>	<b>Check</b>	<b>Credit/Debit</b>	<b>Total</b>
<input type="checkbox"/> (Non-Sales Table	<input type="checkbox"/> 1 Table 2 Chairs	\$275.00	\$295.00	\$ _____
<input type="checkbox"/> 10 x 8 Booth	<input type="checkbox"/> 1 Table 2 Chairs	\$340.00	\$360.00	\$ _____
<input type="checkbox"/> 20 x 8 Booth	<input type="checkbox"/> 1 Table 2 Chairs	\$640.00	\$660.00	\$ _____
<input type="checkbox"/> 20 x 16 Booth	<input type="checkbox"/> 2 Tables 2 Chairs	\$840.00	\$860.00	\$ _____
<input type="checkbox"/> 30 x 8 Booth	<input type="checkbox"/> 2 Tables 2 Chairs	\$940.00	\$960.00	\$ _____
<input type="checkbox"/> Electrical Outlet: \$75.00 (Optional)				\$ _____
<input type="checkbox"/> Pipe & Drape \$65.00 (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: \_\_\_\_\_

## Vendor Rules and Regulations (Signature Required)

**THE APPLICANT (Show Vendor)** 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 (**VENDOR**) 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 **VENDORS**. Vendors 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. Balances for all fees are due 60 days prior to the first event show date. If you pay by credit card you agree to not dispute the charge against your credit card for the amount listed in your contract plus a \$20.00 processing fee. No Refunds. All Sales Are Final. A vendor who has submitted a Vendor Application with fee, but cancels (no matter what time) is not subject to receive a refund. By providing a required signature, you are authorizing the charge against your credit card for the requested deposit and balance. A late entry fee (see page one) of \$20.00 will apply if final booth fees are not paid 60 days prior to first show date. Number of Participants: SEI, Inc. makes no guarantee of participation, attendance or sales results. SEI reserves the right to change show venues & dates.

### **CANCELLATION:**

A vendor who has submitted a Vendor Application with fee, but cancels (no matter what time) is not subject to receive a refund. At the discretion of SEI, Inc. booth fees can be transferred over to the next available show (if space is available) upon agreement from SEI, Inc. Verbal Cancellations are not accepted. SEI reserves the right to cancel an **VENDOR APPLICATION** in the event of any violation of specific rules and regulations, **WITHOUT REFUND**. A fee of \$40.00 will be assessed for returned checks.

**VENDOR SET-UP/VENDOR MOVE-OUT:** Instructions for vendor set-up and move-out for each specific show location is available online at: [WomensHealthAndBeautyExpo.Com](http://WomensHealthAndBeautyExpo.Com) and is not e-mailed.

### **SALES TAX: (Where applicable)**

Sales Tax must be collected on all items sold. Vendors must have valid licenses prior to show and for payment of all applicable taxes and fees. Floor selling or soliciting is prohibited except from inside exhibitor booths.

**VENDOR REGISTRATION:** All vendor employees and authorized representatives must register and obtain an exhibitor badge before entering show floor. Vendor Badges must be worn during show set-up and during all show hours. No exceptions.

**NON-DISPARAGEMENT:** Vendors 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. Vendors agree and acknowledge that this non-disparagement provision is a material term of this agreement. In the event that an Vendor 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 Vending Company as listed in Vendor Application.

### **VENDOR RESPONSIBILITIES:**

Displays inside vendor booths must be attractive, neat, and orderly displayed during all show hours. Vendors shall not display products and or items for sale inside cardboard boxes. **VENDOR must** protect the show venue and property from damage done by the Vendor, 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.

**EXCLUSIVITY:** SEI, INC, will provide exclusivity to all-home party plan and MLM companies based on information provided on Vendor Application ie. name of company, name brand being sold in vendor booth.

**ARRANGEMENT OF VENDOR BOOTHS:** Must be confined within the perimeter of booth space rented. Vendor 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. Vendors will not exceed or extend beyond the 8 foot depth of assigned booth space. No vendor exhibit shall lean or rest against an adjacent booth.

### **VENDOR 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 **VENDOR** and SEI, Inc.

**CO-LOCATION OF SHOW:** SEI, Inc. reserves the right to co-locate (share) the Women's Health and Beauty 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.

**TEAR DOWN.** Vendors may not under any circumstances begin dismantling booths prior to the close of the show. Vendors 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)** Vendors are required to contribute \$25.00 (retail value) to be given away as door prizes.

**ELECTRICAL.** Vendor 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. Vendors are responsible for all other supplies ie. Extension cords.

**PARCELS/SHIPMENTS.** It is advised that parcels & shipments arrive on Vendor Set-Up Day. Vendors are responsible for charges to hold, store or deliver to a vendor booth.

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

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

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date Signed