

Body Mind Spirit Fest Application

2024

June 7, 2024 5:00pm – 9:00pm

June 8, 2024 10:00am – 6:00pm

June 9, 2024 1:00pm – 5:00pm

Unity of Roanoke Valley
3300 Green Ridge Road
Roanoke VA 24019
540-562-2200



Exhibitor Information

Name _____ Today's Date _____

Business Name _____

Address _____

City _____ State _____ ZIP _____

Phone _____ Email _____

Website/Social Media _____

Booth Information (rates on page 2/description on page 3/sizes on page 4)

Returning exhibitor? Yes No Same booth as last year? Yes (Booth # _____) No

If no, see attached floor plan and indicate your booth choice: 1st _____ 2nd _____

Each booth comes with 2 chairs and (as available**) 1 undraped table (circle your choices below):

Need a table? Yes No If yes: 6 foot table 4 foot table **Need chairs?** Yes No
Booths 16, 21, & R1-R5 are restricted to 4-foot tables. **We have a limited number of 6-foot tables. Let us know if you need more than 2 chairs.

⚡ Electricity is available in most booths for an additional fee. **Need electricity?** Yes No
See page 2 for pricing and page 4 for booth spaces with electricity.

Advertising (rates on page 2)

There are a limited number of advertising spaces in our program booklet. Advertising is a great way to reach potential customers once the event is over! All ads are 'business card' size.

Ad size: 3.5 inches wide X 2 inches tall (1050 pixels wide X 600 pixels tall), 300ppi
Ads should be print ready and in one of the following electronic formats: .jpg, .gif, .png

Want an ad? Yes No Send your ad to: info@bodymindspiritfest.org by **May 15, 2024**

Lectures (rates on page 2/description on page 3)

Lectures are available for both exhibitors and non-exhibitors, for an additional fee. You have the option of including a headshot next to your lecture entry in the program. Lectures are 45 minutes and must end promptly so the next lecturer can set up. **Lecture?** Yes No

Available lecture times (circle preferred times): 11:00am 12:00pm 1:00pm 2:00pm 3:00pm 4:00pm

Available audio/visual/other equipment (circle if needed): Flat Screen Monitor Easel/White Board CD player
Laptop connection via USB

Describe any special requirements for your lecture/presentation: _____

Body Mind Spirit Fest Application, page 2, Rates and Information

By signing this application you agree to abide by the terms and conditions set forth herein. Unity of Roanoke Valley will endeavor to provide basic security during the Body Mind Spirit Fest (BMSF), but we are not liable for lost, damaged or stolen goods, equipment, or personal property. Exhibitors are advised to carry their own liability insurance. Smoking/vaping is not permitted inside URV buildings, nor is the burning of candles, incense, sage or any other material. With sufficient notice of cancellation, booth fees may be refunded at the discretion of Unity of Roanoke Valley. Exhibitors bear the risk of loss through the cancellation or termination of the BMSF. In the event that any outside force beyond our control causes the cancellation of the BMSF, or prevents it from taking place or continuing, such as but not limited to: acts of God, national or global health crises, acts of civil disobedience, terrorism, acts of war or work stoppage; Unity of Roanoke Valley reserves the right to retain payments made by the exhibitors to defray expenses and losses. Unity of Roanoke Valley and BMSF reserves the right to use any photographs/video taken at the Body Mind Spirit Fest, without the expressed written permission of those included within the photographs/video. Unity of Roanoke Valley and BMSF may use the photographs/video in publications or other media material including, but not limited to: brochures, invitations, books, newspapers, magazines, television, websites, etc. Exhibitor goods, equipment, and personal property may not be left on Unity of Roanoke Valley property once the event ends - ALL exhibitor items must be removed at the end of the event. Thank you, you're awesome!

Print your name _____

Signature _____ Date _____

Rates

Booth and Electricity Rates

Booths 1-15, 18-19, 23 = \$165.00
Booths 24-25 = \$195.00

Booths 16-17, 20-22, 26-34 = \$145.00
Booths R1-R5 = \$100 (Reserved for Readers – no merchandise-only sales)

Electricity = \$20.00 (see page 4 for availability)

Advertising Rates

3.5 inch X 2 inch ad = \$35.00

Lecture Rates

Exhibitor Lecture = \$10.00 Non-exhibitor Lecture = \$50.00

Fee Calculation

Booth \$ _____

Electricity \$ _____

Lecture \$ _____

Ad \$ _____

Additional Pass \$ _____

Less Discount \$ _____

TOTAL DUE \$ _____

Exhibitor Passes

Your application includes 3 **total** exhibitor passes.
Additional passes can be purchased for \$5.00 each.

Name _____

Name _____

Name _____

→→ Discounts

Register during the event discount = \$30.00

Early bird discount = \$20.00

Discounts cannot be combined

Deposit

½ of Total Due \$ _____

Paid Cash Check Credit Card **on** _____

Mail your completed application and check to the address on page 1. Make checks payable to Unity of Roanoke Valley. To pay by credit card, call 540-344-6446.

Remainder must be paid in full by May 15, 2024

Additional Information

We have a 55" wall-mounted flat screen monitor for presentations (HDMI cable required – we have some available but bring yours just in case), freestanding easel/white board and CD player available for lectures.

Deadline Schedule

- Register during the event discount expires on **June 11, 2023**
- Early bird discount expires on **April 30, 2024**
- Remainder of event fee(s) must be paid in full by **May 15, 2024**
- Ads for program and lecturer headshots must be emailed to: info@bodymindspiritfest.org by **May 15, 2024**
- Booth and Lecture Descriptions must be mailed to address on page 1 of application or emailed to: info@bodymindspiritfest.org by **May 15, 2024**

Booth Description

→→ This is how your listing will appear in the program ←←

Mail to address on page 1 of application or email (in this format) to: info@bodymindspiritfest.org by **May 15, 2024**

Business/product name _____

Your name _____

Website/contact _____

Describe your business or product in 25 words or less _____

IMPORTANT: In order to maintain a balanced number of service providers and products, no substitutions and/or changes allowed after application has been accepted, without permission of the event organizer. Be aware that we have sound healers at this event. Readers: let us know if you record your sessions and we will work with you to find an appropriate booth location.

Lecture Description

→→ This is how your listing will appear in the program ←←

Lecture title _____

Presenter name _____

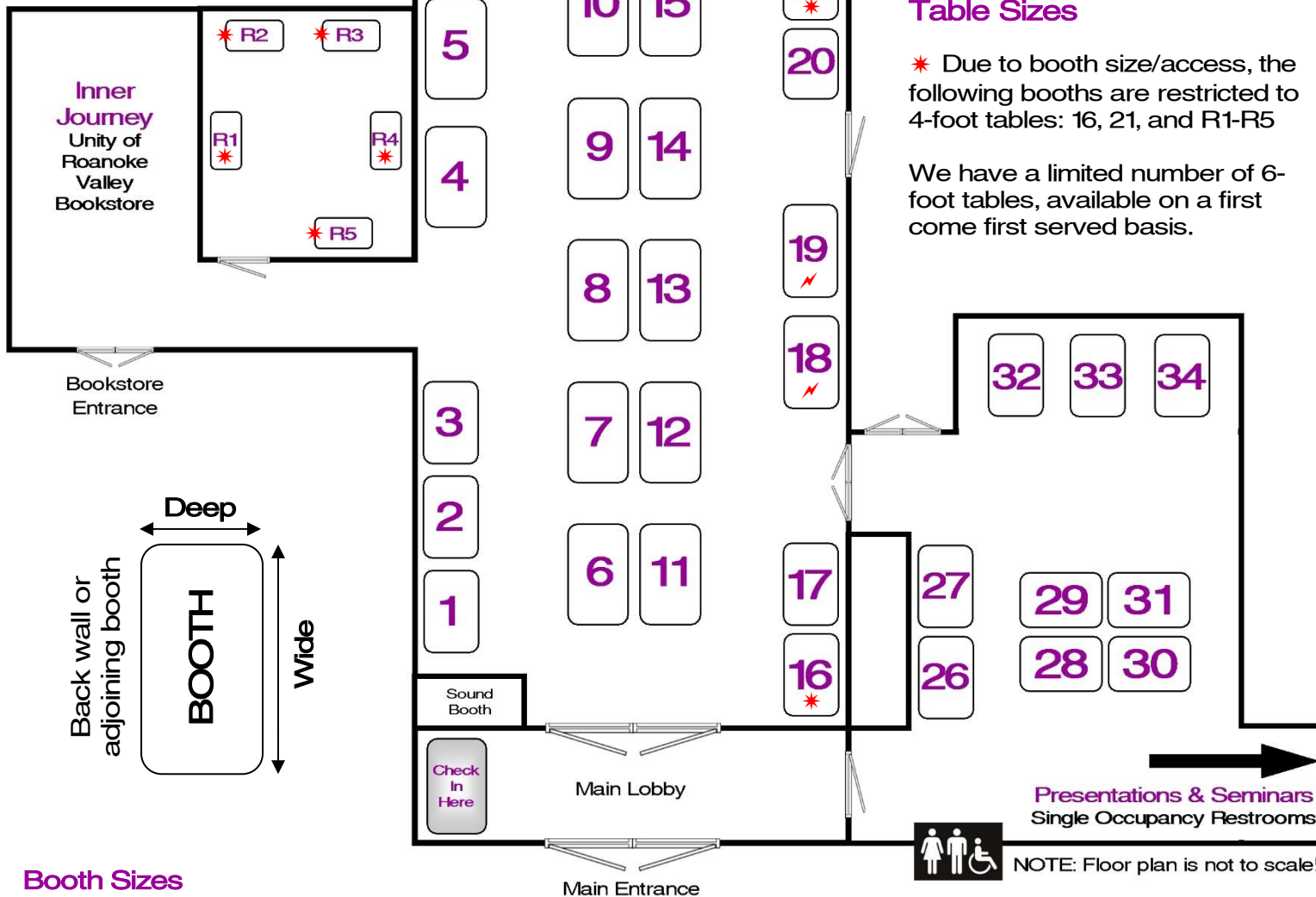
Describe your lecture and/or bio in 40 words or less _____

Lecturers: Send your lecture description (mail to address on page 1 of application or email in this format) and headshot to: info@bodymindspiritfest.org by **May 15, 2024**

Headshots should be print ready (300ppi) and in one of the following electronic formats: .jpg, .gif, .png



NEW for 2024!
The Reader Room



ATTENTION

Floor plan is NOT to scale.
It shows approximate booth locations only! Most booth spaces are side-by-side, without the extra space as shown on the floor plan.

Table Sizes

* Due to booth size/access, the following booths are restricted to 4-foot tables: 16, 21, and R1-R5

We have a limited number of 6-foot tables, available on a first come first served basis.

Booth Sizes

- Booths 1-3 = 7.5 feet deep X 10 feet wide
- Booths 4-5 = 7.5 feet deep X 9 feet wide
- Booths 6-15 = 7.5 feet deep X 9 feet wide
- Booths 16-17 = 7.5 feet deep X 6.4 feet wide
- Booths 18-19 = 7.5 feet deep X 10 feet wide
- Booths 20-22 = 7.5 feet deep X 7 feet wide
- Booth 23 = 10 feet deep X 10 feet wide
- Booth 24 = 15 feet deep X 9 feet wide
- Booths 25 = 15 feet deep X 10 feet wide
- Booths 26-27 = 7 feet deep X 6 feet wide
- Booths 28-31 = 7 feet deep X 7 feet wide
- Booths 32-34 = 8 feet deep X 8 feet wide
- Booths R1-R5 = 5 feet deep X 5 feet wide

NOTE: Booths 23-25 are on a raised (2 step) platform.
Booths 26-34 and R1-R5 are in adjoining rooms.

Electricity (additional fee)

The following booths have access to electricity: 1-5, 16-17, 20-34, R1-R5

⚡ The following booths do NOT have access to electricity: 18-19

The following booths have limited access to electricity: 6-15 →→ **Only 6 spaces within this group can have electricity.** ←←