

# BEAD FEST *Texas*

EVENT DATES: March 16-17, 2018

Sheraton Arlington Hotel

1500 Convention Center Dr, Arlington, TX 76011

## Bead Fest Texas Marketplace Schedule—Friday & Saturday only

Friday, March 16: 10am - 6pm Saturday, March 17: 10am - 6pm

Exhibitor/Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

### 8' x 8' Booth

\_\_\_\_\_ \$650 First Booth

\_\_\_\_\_ \$600 Subsequent Booth

### 6' x 8' Artisan Booth

\_\_\_\_\_ \$450

\_\_\_\_\_ \$80 Corner Fee (available on Artisan booths only) **Total Due** \$ \_\_\_\_\_

Amount authorized to charge to credit card below (deposit of 20%): \$ \_\_\_\_\_  
The remaining balance will automatically be deducted from your credit card 30 days prior to the event. (February 16, 2018). Should you cancel, 20% deposit is not refundable.

Booth location preference: \_\_\_\_\_

- All exhibitors will be notified upon acceptance into the 2018 Bead Fest Texas Marketplace.
- Each 8' x 8' Booth will have an 8' tall back drape, one (1) 8' skirted table and two (2) chairs.
- Each 6' x 8' Artisan Booth will have an 8' tall back drape, one (1) 8' skirted table and two (2) chairs.
- Each Exhibitor will receive a FREE Exhibitor Listing on our website including your linked logo image and a listing of products or services to be sold at your booth.
- 20% deposit must accompany this application. The remaining balance will automatically be deducted from your credit card 30 days prior to the event. (February 16, 2018) Should you cancel, 20% deposit is not refundable.
- **CANCELLATIONS** must be made in writing and received by January 16, 2018. **No Refunds will be allowed after this date.** You may not re-sell your space.

**Please visit [www.Beadfest.com](http://www.Beadfest.com) for additional event information**

\_\_\_\_\_  
Name as it appears on card Visa/MasterCard/Amex# Expiration Date Security Code

Authorized signature of company representative is required \_\_\_\_\_ Date: \_\_\_\_\_

Sign above: I have read and agree to the terms and conditions of this Agreement (page 1 and 2) and will abide by all event and facility requirements, including those related to retail sales taxes.

**Brief Description of Products that you will be selling: This will appear on our website, so please print clearly.** \_\_\_\_\_

Mail, email or fax this page with 20% credit card deposit to: F+W/Bead Fest 10151 Carver Rd, Suite 200 Cincinnati, OH 45242

If paying deposit with check, please mail contract and check to: F+W/Bead Fest P.O. Box 26384 Chicago, IL 60673

**Fax: 513 531 0798 • [beadfest@fwmedia.com](mailto:beadfest@fwmedia.com)**

## **Terms: 2018 Bead Fest Texas Marketplace**

### **Eligibility**

F+W Trade Show & Events, LLC, has the sole right to determine the eligibility or termination of any Vendor or product for inclusion in the event. The subsequent use of the word 'Management' refers to F+W Trade Show & Events, LLC dba Bead Fest Texas

### **Allotment of Space**

Booth assignments will be made by Management. Further, Management reserves the right to make changes in exhibit space and location assigned at any time in the best interest of the Event as a whole.

### **Conditions to Set-Up Booth Space**

Vendors must check in and complete set-up in the allotted time preceding the Market. Any Vendor not checked in during this time may forfeit their space with no refund. If a Vendor fails to install product in the space within the time limit set for event opening, or fails to pay the space fee by the deadline specified, or fails to comply with any other provision concerning the use of space, Management will have the right to take possession of space for such purposes as it sees fit, and the Vendor will be held liable for the full fee of the space. Vendor acknowledges that failure to appear does not release the Vendor from responsibility for payment of the full cost of the space reserved. Vendor further acknowledges that if Vendor is overdue on payment to any F+W division, Management shall have the right to restrict Vendor from setting up, without any refund obligation, until the overdue amounts are paid.

### **Limitation of Liability**

All property of the Vendor is understood to remain under the Vendor's control, in transit to or from the facility, subject to the rules and regulations of this Agreement. All merchandise shown or displayed by the Vendor shall be the sole responsibility of the Vendor. Under no circumstances shall Management be responsible for any loss or damage to the merchandise or any other property of any Vendor. Vendor additionally agrees to make no claim for any reason whatsoever against Management or service contractors for loss, theft, damage or destruction of goods, for any damage of any nature, for any action of any nature of Management or for failure to hold the event.

### **Set-up, Storage and Operation**

Vendor booths are to remain open and staffed at all times during Market. Hours and dates for installation, selling and dismantling will be those specified by Management. Early dismantling will result in a \$100 fine and exclusion from future F+W events.

Vendors are required to store all packing crates or boxes with the confines of the reserved space or outside the facility.

Vendor assumes all responsibility for compliance with all event rules and ordinances; regulations and codes of local, state and federal government concerning fire, safety and health and business licenses(s)/and permits needed; as well as with the rules and regulations of operators and owners of the property and facility in which the event is held.

No part of your booth or booth contents can exceed 8' in height from the floor and it must conform to the published rules and regulations of the facility. Nothing (tables, chairs, signs, displays, products, etc.) may extend outside the confines of the reserved space. Any vendor not complying with rules, ordinances, regulations or codes shall be required to dismantle its set-up and shall vacate the premises forthwith. In such event, no refund will be provided to the Vendor and Management shall not be responsible for any damages, costs or losses suffered by the Vendor.

Amplifiers and sound generating equipment is not permitted. Signage must remain within the confines of the reserved space.

All shipping and receiving must be coordinated by the Vendor through the facility. Vendor is responsible for all fees associated with shipping and receiving packages and any other supplies and materials. Vendor must remove all trash at the end of the Market and Vendor agrees to maintain an orderly space during the event. A \$25 cleaning fee will be assessed to the Vendor if trash is not disposed and space is not left clean. Fees for damage may apply.

### **Products**

All products, demonstrations, sales, activities, distribution of sales materials, etc. must be confined to the limits of the reserved Vendor space. No part of your booth may extend into the aisle. Please do not pin to the booth-drape. All products and services offered for sale by the Vendor must be identified as accurately as possible. Only products and services detailed in the Exhibitor Application are to be displayed, demonstrated, advertised or sold. Management reserves the right to request the removal of any products or services in violation thereof.

### **Care of Premises**

Vendor is liable for any damage caused to the facility building, floors, walls, columns, equipment or other property. Application of labels, tape, paint, adhesives or other coatings to the facility property is strictly prohibited. Vendor agrees to pay promptly for any and all damage to the facility or its equipment incurred through carelessness or otherwise, caused by the Vendor, its employees, agents, contractors, invitees or representatives.

### **General Liability Insurance**

Vendor acknowledges that F+W Trade Show & Events, LLC does not maintain insurance covering personal injury, damage, destruction or loss of Vendor property. It is the sole responsibility of the Vendor to obtain General Liability insurance coverage and to name F+W Trade Show & Events, LLC as an additional insured. It is expressly understood by Vendor that neither Management, nor its employees, agents or representatives shall be liable for damage or personal injury to the Vendor, including any employees, agents, representatives or guests, whether to person, business or property, as a result of theft, fire, accident or any other cause whatsoever.

### **Cancellation of Event**

If Management cancels the event due to circumstances beyond reasonable control (such as acts of God, acts of war, government emergency, labor strike or unavailability of the exhibit facility, or other), Management shall refund to each Vendor its exhibit space rental payment previously paid, minus a share of costs and expenses incurred, in full satisfaction of all liabilities of Management to Vendor. If F+W Trade Show & Events, LLC elects to cancel the event for any other reason, Management shall refund to each Vendor its entire exhibit space rental payment previously paid, in full satisfaction of all liabilities of Management to Vendor.

### **Cancellation by Vendor**

Vendor may only cancel this agreement by giving written notice to F+W Trade Show & Events, LLC, with evidence of receipt. 20% deposit is not refundable. If written notice of cancellation is received after January 16, 2018, Vendor will be liable for 100% of the total exhibit fee.

### **Release**

The Vendor releases and forever discharges F+W Trade Show & Events, LLC, its employees, agents, officers, parent company and affiliates from any and all manner or actions, liabilities, suits or claims, including attorney's fees, which may arise out of or relate to the use or occupancy of reserved space or service provide to Vendor under this contract.