



Saturday March 31, 2018

11:00 pm to 1:00 pm

Vendor Registration

Bussiness/Company/Organization:

Non-Profit

Profit

Retail

Description of Services:

Contact Person:

Complete Address

Phone (1):

Phone (2):

Email:

Website:

Electricity Access:

Participants are encouraged to hold **raffles at their own tables and/or give away gifts and pre-packaged snacks and drinks.**

Fair Details

EVENT HOURS: 11:00 am to 1:00 pm.

EXHIBIT SPACE: A table (there will be no table cloths provided) and 2 chairs will be available for each vendor. Electrical outlets are available upon request and for no additional charge. Electricity must be noted ahead of time for placement purposes.

SET UP AND BREAKDOWN INFORMATION: Set up will start at 10:30 am on Saturday March 31, breakdown should not start before 1:00 pm. The Retreat will not be able to storage any exhibitor's material at the end of the fair.

EXHIBITOR'S RESPONSIBILITY: Each Exhibitor must keep at least one attendant in the booth until breakdown.

EXHIBITOR'S IDENTIFICATION: There will be 2 exhibitor name tags per booth. Please encourage your staff to wear company shirts or name tags.

MARKETING: Event posters will be printed and placed around town. If you would like to have some at your business, please let us know. We also ask that you like, follow, and share the Bump Birth Baby Fair page on Facebook.

Event Disclosure

DAMAGE TO PROPERTY: Exhibitors are liable for any damage caused to the building, floors, and walls in and around the exhibit property. Tape, pins, thumb tacks of any kind will not be permitted for hanging materials on walls.

FIRE SAFETY AND HEALTH: The Exhibitor agrees to accept full responsibility for compliance with local, city and state fire, safety and health ordinances regarding the installation and operation of equipment.

LIABILITY: The exhibitor agrees to make no claim for any reason whatsoever against Bump Birth Baby Fair, The Retreat, and its associates for loss, theft, damage, destruction of goods, for any injury to himself/herself or employees.

EXHIBITORS ACCEPTANCE

I/We have read all the terms and conditions of this contract and hereby agree to the same.

I/We understand that no binding contract will be formed until this agreement is approved and signed by the authorized representative of the producer. Form is not considered until signed.

I, the duly authorized representative of the undersigned company, on behalf of the company, subscribe and agree to all the terms and conditions contained in the Vendor Application.

Printed Name: _____

Signature: _____

Date: _____

Please email or fax this form by

March 17, 2018 to theretreatelpaso@gmail.com or 915-603-4411, and you will receive a confirmation for your booth space within five days. If you have any questions, please email or call Luz Chavez at 308-5000.