



The Elves Gift Show

@ The South Towne Exposition Center in Sandy, Utah

Application for Exhibit Space December 10th - 12th, 2010

please print clearly

Name: _____

Company ID Sign: _____

Address: _____

City, State, Zip: _____ SSN/Tax ID: _____

Phone: _____ Email: _____

Website: _____

We plan to display and/or sell the following products and services at this event: _____

Booth Selection:

Smaller than 10x10: \$400 # _____ 10x10 corner (open 2 sides): \$600 # _____

10x10 inline (open 1 side): \$500 # _____ Total: \$ _____

Booths include 8' high back drape, 3' high side drapes and an ID sign

** Food Vendors receive \$100 off their booth fee **

1st Choice: _____ 2nd Choice: _____ 3rd Choice: _____

Floor plan subject to change without notice

Checks or Money Order payable to: Elves Gift Show

I hereby apply for exhibit space and accept all of the terms and conditions listed in this application:

Signature: _____

Date: _____

Mail to: Elves Gift Show
2112 North 1200 East
North Logan, Utah 84341

Questions, please contact us at
danielle@elvesgiftshow.com

No central checkout or commissions

Early Bird Discount: register by December 31st, 2009, with full payment, and receive \$100 off your booth fee.

Morning Bird Discount: register by April 30th and receive \$50 off your booth fee (not eligible if already received early bird discount)

No booth spaces will be reserved without deposits

- * A deposit of 50% for your booth fee must be submitted with your application. Checks will be mailed back and cards not processed if not accepted into the show.
- * You will be notified via email within approximately two weeks after contract and payment are received.
- * Final payment is due and payable on or before September 1, 2010. NO refunds will be given after that date. See cancellation policy on back of contract - #9.

Important Dates to Remember

December 31st	Early bird discount ends
May 1st	Morning bird discount ends
September 1st	Final payments due
October 1st	Magazine ad(s) due
December 9th	Set-up from 8am – 10pm
December 10th	Grand Opening 10:00am Event from 10am – 8pm
December 11th	Event from 10am – 8pm
December 12th	Event from 10am – 6pm Take-down 6pm – 11pm

Instructions for Entering

Send in your application as soon as possible, as spaces will be assigned on a first come, first served basis. Acceptance to the event will be based on photographs and/or descriptions included with your application, as well as the number of exhibitors with similar products we may already have registered. We look for unique and interesting merchandise. Placement will be made as space allows. Please review information in this application so you are familiar with the specifications and requirements.

Be Certain to Include:

- * Completed and signed application (please keep a copy for your records)
- * Booth choice: determine which booth(s) best suits your needs and designate on your application.
- * A check or money order for 50% of your total booth fee payable to Elves Gift Show - early bird discount requires full booth fees to be paid with contract.
- * Photographs and/or description(s) of your merchandise. Websites showing your merchandise are acceptable. If you would like your photos returned, include a SAS envelope.
- * Any special requests or questions regarding the event.
- * Mail or email completed applications to:

The Elves Gift Show
2112 North 1200 East
North Logan, UT 84341
www.elvesgiftshow.com

- * If you have any questions, please feel free to contact us at danielle@elvesgiftshow.com
- * In our efforts to minimize costs and waste, we send all information, invoices, etc. via email. Please be sure you have access to an email to receive this information. Thank you for assisting us in our attempts to Go Green.

Terms and Conditions

Gift Show Rules and Regulations

1. The 2010 Elves Gift Show will be presented December 10th and 11th from 10 am – 8 pm, and December 12th from 10 am – 6 pm. The event will be held in Sandy, UT at the South Towne Expo Center.
2. Booth locations will be assigned according to the date application is received with designated payment. In the event that all of the Exhibitor's choices are taken, the Producer will assign the next best available space.
3. The Exhibitor agrees to occupy exhibit space assigned, and to be open and staffed prior to and during all regular show hours. In the event the Exhibitor shall not occupy said space, the Producer is expressly authorized to occupy or cause said space to be occupied in such manner as it may deem best for the interest of the event without any rebates or allowance whatsoever to Exhibitor and without in any way releasing the Exhibitor from any liability thereunder. The Exhibitor also agrees not to sublet or apportion to anyone else said space without approval. All merchandise sold or displayed, along with booth design, is subject to the Producer's approval.
4. It is the sole obligation of the Producer to furnish above exhibit space plus general lighting, general cleaning and heating. All other services of any nature shall be ordered and paid for in advance by the Exhibitor. This includes additional electrical requirements (wiring and wattage usage).
5. Insurance, if desired by the Exhibitor, must be obtained by her/him at her/his own expense. The Producer assumes no risk; and by the acceptance of this agreement, the Exhibitor expressly releases the Producer of and from any and all liability for any damage, injury, or loss to any person or goods which may arise from the rental and occupation of said space by the Exhibitor, and agrees to hold and save the Producer harmless of any loss and/or damage, or personal injury by reason thereof.
6. The Producer will not be liable for refunds or any other liabilities whatsoever for the failure to fulfill this contract due to reasons of the enclosure in which the show is to be produced being, before or during the event destroyed by fire or other calamity, or by any act of God, public enemy, strikes, statutes, ordinances, or any legal authority, or any other cause beyond the Producer's control.
7. All pertinent Fire codes, laws, ordinances and regulations pertaining to health, fire prevention and public safety shall be strictly obeyed.
8. The Producer may rent and license space for any exhibit of interest to the general public or of educational value. All exhibits must be designed, contracted and operated in good taste and in accordance with the best interest of the exposition, which Producer in its sole discretion shall have the right to decide. All sales, publicity, and promotional activities conducted by the Exhibitor must be confined to her/his space. The Producer will prohibit the installation and operation of any exhibits not meeting its approval. And the Producer, in its sole discretion, may prohibit the conduct of any activity whatsoever which it deems harmful and not in the best interest of the exposition.
9. Booth Cancellation Policy: There will be a 25% service charge for cancellations prior to August 31, 2010. For cancellations occurring after August 31, 2010, there will be NO refund of the deposits made. If all fees are not paid in full by September 1, 2010, the Exhibitor's booth will automatically be sold without notification and there will be NO refund.
10. This contract (as well as application guidelines) constitutes the entire contract between the parties and no waivers, modifications, or amendments shall be valid unless written upon or attached hereto AND shall be approved in writing by the Producer of the Elves Gift Show.

We look forward to receiving your application!

Visit our website: www.elvesgiftshow.com

Initial _____