

Grand Wedding expo

October 28, 2018

Expo 11 am to 3 pm Fashion Show at 3 pm

Single Booth, Early Bird \$425
Application must be received **by** May 31, 2018

Single Booth \$475
Application received **after** June 1, 2018

Double Booth, Early Bird \$900
Application must be received **by** May 31, 2018

Electricity \$35- Must be reserved in advance.
Electricity requested the day of the expo will **cost \$85**

Each single booth is sectioned by pipe & drape approx. 10 ft. x 10 ft., includes one 8' table with linen & two chairs.
Each double booth is sectioned by pipe & drape approx. 20 ft. x 10 ft., includes two 8' tables with linen & two chairs.

Increase Your Exposure!

In the Bag \$50

We will put one promotional item (brochure, flyer, pen, etc) into the bag the brides receive upon registration into the Grand Wedding Expo. Materials must be in by October 20. **Materials delivered late will not be accepted.**

Program Advertisement \$80

Full page, 5.5" wide x 8.5" high, edge to edge printing

Every wedding couple that comes to the expo will be given a program. This is an opportunity for businesses to showcase their product or service. Ads must be received by **October 1**. **Ads delivered late cannot be accepted. No refunds.**
Design specs: 5.75" x 8.75", Crop area 5.5" x 8.5", Safe area for text 5.25" x 8.25".

Combo Package \$100

Receive a full size ad in the program book and an In the Bag for a deep discount! Refer to individual listings for details.

1. **Participants are required to provide at least one no strings attached Door Prize** OR may request to participate as a Featured Prize Vendor or Grand Giveaway Vendor. Door Prizes are awarded during the Fashion Show with a prize slip placed under random chairs. Featured Prizes are announced during the Fashion Show and must be a product or service provided by the vendor. Example Featured Prizes include: Wedding Bouquets, DJ service, or Wedding day photography to be used at the recipient's wedding. Businesses that choose to give a Featured Prize rather than a Door Prize will be given more promotions during the Fashion Show than those that give a door prize. Participating in the Grand Giveaway ensures full exposure including being listed in the program, on Castle Farms website, and on Social Media. Both Featured Prize and Grand Giveaway participants are approved in advance.
2. The Grand Wedding Expo is indoors and will take place regardless of weather conditions.
3. Participant set up time is available on Saturday, Oct. 27, 2018 (time TBD based on event schedule) and Sunday, Oct. 28, 2017 from 8-10 am. All booths must be set up by 10 am with participants at their booths by 11 am. Use the time between 10 am and 11 am to network with other vendors. Coffee and snacks will be available for vendors.
4. Subleasing or sharing of booth space is not allowed. Participants may only promote or advertise, distribute items, brochures or samples directly relating to their business.
5. Decorations must remain within the designated booth space. In an effort to preserve the historic buildings, no items may be hung from the ceilings or on the walls.
6. Participants may not block the aisles or emergency exits, and agree to stay within their booth while promoting their business to prospective clients.
7. The use of microphones is not allowed by any participant. Music will be permitted with the understanding that it be kept low so as to not disturb the other booths. Castle Farms reserves the right to monitor the music volumes. Vendors agree to immediately turn off all equipment at the start of the Fashion Show at 3 pm.
8. Tear down may begin at 3 pm. Any early tear down will result in NOT receiving the wedding couple e-mail list and NOT being asked to return to the show.
9. All participants who attended the Grand Wedding Expo will receive an exclusive e-mailed list of the wedding couples who attended at no extra charge. This mailing list is not to be resold, given away, or distributed to any other business!
10. Participant will indemnify and hold harmless Castle Farms and sponsors of the Grand Wedding Expo from claims or damages.
11. This application is a **request** for a booth space. Castle Farms will notify you of your acceptance into the Grand Wedding Expo within 45 days of receiving your application by returning a signed copy of your application. Your booth deposit will be due within 30 days of notification of application acceptance.

If any sections of the aforementioned contract are violated, the participant will be asked to leave the expo immediately. The participant understands that if Castle Farms is moved to expulsion due to breach of contract, **no refund** of any form will be issued.

Business Name **as you would like it to appear** (please PRINT)

Business Phone Number

Business Street Address

Alternate Phone Number

Business City, State & Zip Code

Business Fax Number

Type of Business

Business email (need to receive email list)

Authorized Signature

Date

Printed Name

Payment Schedule

50% Deposit due by 30 days after approval by Castle Farms

Final Payment due by October 1, 2018

*Failure to provide payment on time may result in cancellation of your booth space.

Deposits are non-refundable.

Remaining balance becomes non-refundable after October 1, 2018.

Make checks payable to:

Castle Farms - Wedding Expo

5052 M-66 North

Charlevoix, MI 49720

Please choose one or more prize option

Grand Giveaway: Business name on Grand Giveaway promotions, including but not limited to website listing, poster at registration, announced during fashion show.

Prize: _____

Featured Prize: Business name announced during Fashion Show. Prize to be product or service package given and for use at the recipient's wedding.

Prize: _____

Door Prize: No-strings-attached prize with no minimum value. Prize slips to be placed under random chairs during Fashion Show.

Prize: _____

Castle Farms will confirm your prize once your application is approved.

Send completed applications to Castle Farms, 5052 M-66 North, Charlevoix MI 49720 OR fax to 231-237-0994

For office use only

Castle Farms Signature of Acceptance

Acceptance Date