



Guidelines and Rules

Vendor Release and Indemnification Agreement

Must sign and return with your reservation form to scan to email, mail or fax

2711 N. Haskell Suite 550 Dallas Texas 75204

Email: info@inthespiritcompetition.com Fax Number : 214-716-3010

877-775-8725 Phone number

Guidelines and Rules

1. **Registration:** Vendors are to complete a **registration form & Indemnification agreement** and submit it, along with all fees by Nov 30th. Booths are available in the NON-REFUNDABLE fee of \$50.
2. **Booth space** is limited and will be assigned on first come first serve basis. You will be notified if space is unavailable in any area. Booth areas will be taped off and vendors are asked to stay within their designated space.
3. **Electrical:** Requests for electrical outlets are limited, so please check this option, if needed, on the registration form.
4. **Placement.** Vendors will receive an email confirmation once their forms have processed. Vendors without placement will be notified via e-mail.
5. **Fashion Show Program Ads:** Anyone interested in purchasing an ad will need to email your info to staff@inthespiritcompetition.com by Dec 30th, 2015. We request ads be submitted in .jpg format. Ads will be in black and white.
6. **Step and Repeat Banner:** Anyone interested in purchasing a spot on the banner for advertisement. (Banner for photos at red carpet and for the entire event) can have their business name and logo on the banner. Please email your info business name or logo and submitted in .jpgformat. To staff@inthespiritcompetition.com by Dec 31st, 2015. The Step and Repeat Banner is in color.

7. **Vendors:** Each vendor will receive vendor ID tags. Complimentary water, team & coffee will be available throughout the day. Vendors may decorate their booth to suit their merchandise. The vendor should bring in all supplies/tables. We will provide one chair for each booth, but you are welcome to bring your own.
8. **In the Spirit Entertainment, LLC and The Marietta Performing Arts Center** is not responsible for any lost or stolen merchandise.
9. **Booth Supplies:** Each booth will be supplied with 1 trash bag to help with clean up. All vendor space and the room must be left in the same condition as you found it before set up.
10. **Set up:** Friday, February 26th, 2016 at 4:00pm all vendors must check-in and complete set -up during this time frame.
11. **Arrival/Departure:** Vendors may enter the building on Saturday, February 27th, 2016. Vendors must be completely moved out by 11:30pm on Saturday, February 27th, 2016

Vendor Release and Indemnification Agreement

In consideration for being able to participate in any ITSE (In the Spirit Entertainment, LLC events hosted by ITSE. I, the undersigned, agree to abide by guidelines set forth in the document entitled "Guidelines and Rules "Vendor Release and Indemnification" that has been provided to me.

I further agree not to hold ITSE or Marietta Performing Arts Center with all other persons acting in concert with them or under their control, whether directly or indirectly (referred to as "BL"), liable for any personal injury or any loss or damage sustained to any person or property, including but not limited to equipment or merchandise, during the operation, set-up or dismantling of the In the Spirit Entertainment Health Clinic and National Talent Competition Marietta Performing Arts Center 1171 Whitlock Ave Marietta GA 30064 on February 26th and February 27th, 2016.

I FURTHER AGREE TO INDEMNIFY, PROVIDE THE COST OF DEFENSE, INCLUDING REASONABLE ATTORNEY'S FEE, AND HOLD ITSE FOR ANY LOSS, INJURY, EXPENSE, COST, OR DAMAGE OF WHATEVER KIND OR NATURE, WHETHER TO ANY PERSON OR PROPERTY, WHICH MY OWN NEGLIGENCE, ACTIONS OR CONDUCT PRODUCES, WHETHER AS THE SOLE CAUSE OR CONTRIBUTING CAUSE, FOR WHICH BL IS HELD RESPONSIBLE EITHER THROUGH A CLAIM, DEMAND, OR LAWSUIT. PROVIDED HOWEVER, THE FOREGOING SHALL NOT APPLY TO ANY LOSS, INJURY, EXPENSE, COST OR DAMAGE CAUSED SOLELY BY THE NEGLIGENCE, ACTIONS OR CONDUCT OF ITSE.

Company Name: _____

Contact: _____

Address: _____

E-mail: _____ Telephone _____

Fax: _____ Event name _____

Overview

Vendor space \$75 each Quantity _____ Amt due _____

(High Visible Area includes table/2chairs additional announcements at the event)

Step/Repeat Banner \$50 each Quantity _____ Amt due _____

1/3 Page Ad \$20 each Quantity _____ Amt due _____

1/2 Page Ad \$35 each Quantity _____ Amt due _____

Full Page Ad \$45 each Quantity _____ Amt due _____

Advertising Web \$50 fee

Website Link- Add link onto our website for your email/website for only \$50 for a whole year.

Ad Sizes

1/3 Ad Business card size

1/2 Ad (5 x3.75)



Full page Ad (8x8) Step and Repeat Banner Sample