



2018 Show Dates

One Application Per Show Location

<input type="checkbox"/> Glendale, AZ	March 17	Glendale Civic Center
<input type="checkbox"/> Las Vegas, NV	March 24	Santa Fe Station Hotel & Casino
<input type="checkbox"/> Mesa, AZ	April 21	Mesa Convention Center
<input type="checkbox"/> Tucson, AZ	April 28	Sheraton Tucson Hotel & Suites
<input type="checkbox"/> Honolulu, HI	June 23	Neal S. Blaisdell Center
<input type="checkbox"/> Glendale, AZ	September 8	Glendale Civic Center
<input type="checkbox"/> Las Vegas, NV	October 13	Santa Fe Station Hotel & Casino
<input type="checkbox"/> Tucson, AZ	October 27	Sheraton Tucson Hotel & Suites
<input type="checkbox"/> Mesa, AZ	November 3	Mesa Convention Center

Mail Exhibitor Application and Make
Checks Payable to:
SEI, Inc.

6499 S. Kings Ranch Rd. #6-80

Gold Canyon, AZ 85118

Fax: 480-288-2000

E-Mail: info@womensdayoutexpo.com

APPLY EARLY

YOU ARE NOW ASSIGNED A BOOTH NUMBER IMMEDIATELY.

Exhibitor Booth and Table Locations Assigned In the Order Received
Exhibitor Set-Up/Move-In Hours: Saturday Morning 7:00 a.m. to 9:00 a.m.
Exhibitor Show Details will be E-Mailed to the E-Mail Provided On File.

Booths are assigned in the order received.
Show Hours: Saturday: 9 a.m. to 4 p.m.

Exhibitor Information

Mr. Mrs. Miss _____ Company: _____
Address: _____
City, State: _____ Zip Code: _____
Phone: () _____ Fax #: () _____ Cell #: () _____
E-Mail Address: (Please Print Clearly) _____@_____
Web Address: www. _____

Please Reserve:	<input type="checkbox"/> No Tables Needed	Check	Credit/Debit	Total
<input type="checkbox"/> (Non-Sales) Table	1 Table 2 Chairs	\$240.00	\$260.00	\$ _____
<input type="checkbox"/> 10x8 Booth	1 Table 2 Chairs	\$340.00	\$360.00	\$ _____
<input type="checkbox"/> 20 x 8 Booth	1 Table 2 Chairs	\$640.00	\$660.00	\$ _____
<input type="checkbox"/> 20x 16 Booth	2 Tables 2 Chairs	\$840.00	\$860.00	\$ _____
<input type="checkbox"/> 30x 8 Booth	2 Tables 2 Chairs	\$940.00	\$960.00	\$ _____
<input type="checkbox"/> Electrical Outlet: \$75.00 (Optional)				\$ _____
<input type="checkbox"/> Pipe & Drape \$60.00 (Optional)				\$ _____
<input type="checkbox"/> Corner Premium Booth Location \$50.00 (Optional)				\$ _____

City of Las Vegas Temporary License (Required) for Las Vegas Show Exhibitors Only \$15.00 \$ _____

NOTE: Final Booth Fee Payment Due 60 Days Prior to First Show Date. TOTAL DUE: \$ _____
Less Deposit Enclosed (\$100.00 non-refundable deposit) required per show. \$ _____
Payment Information (Please include payment with exhibitor application form) BALANCE DUE: \$ _____

Check Payment Cashiers Check/Money Order Debit/Credit Card
Please Charge any balance due to credit/debit card below 60 days prior to show date.

Credit/Debit Card Number: _____ Expiration Date: ____/____/____ Sec. Code: _____

Authorized Cardholder Signature: _____ Date Signed: _____

THE APPLICANT (Show Exhibitor) Agrees to hold harmless. (SEI, Inc.) from any and all claims, demands, suits, damages, liability, loss, expenses and attorney fees which may arise out of any action of failure to act of the applicant (**EXHIBITOR**) or any of its employees, representatives, or assignees including but not limited to, claims of damages or loss of property, injury, harm or death to the person or any of the **APPLICANTS** or any of its employees, representatives or assignees **EXHIBITORS**. Exhibitors are encouraged to insure themselves against all loss and claims and hold SEI, Inc. harmless from all claims and liabilities. Additionally, the applicant, agent, employee, or assignee shall not hold SEI, Inc. or Show Venue or Show Location Staff or Management accountable for or liable in the case of fire, water, earthquake, hurricane, tropical storm, venue utility disruption and other acts of God or any accident or loss.

APPLICANT PAYMENT REQUIREMENTS: A NON-REFUNDABLE DEPOSIT in the amount of \$100.00 must be included in the form of a check, money order or credit card. Complete credit card information must include: account number and associated required information ie. Account Number, Security Number (Back of Card), Complete Statement Billing Address (If different from address provided) and Authorized Signature. Booths will NOT be secured without all required information and/or payment. Balances for all fees are due 60 days prior to the first event show date. If you pay by credit card you agree to not dispute the charge against your credit card for the amount listed in your contract plus a \$20.00 processing fee. By providing a required signature, you are authorizing the charge against your credit card for the requested deposit and balance. A late entry fee (see page one) of \$20.00 will apply if final booth fees are not paid 45 days prior to first show date. Any refund is at the discretion of SEI, Inc. Number of Participants: SEI, Inc. makes no guarantee of participation, attendance or sales results. SEI reserves the right to change show venues & dates.

CANCELLATION: NO REFUNDS WILL BE MADE 60 days or less prior to event show date. Cancellation request must be submitted in writing 60 days or more prior to event date. Verbal Cancellations are not accepted. SEI reserves the right to cancel an EXHIBITOR CONTRACT & BOOTH SPACE RESERVATION form in the event of any violation of specific rules and regulations, WITHOUT REFUND. A fee of \$40.00 will be assessed for any returned checks.

EXHIBITOR SET-UP/EXHIBITOR MOVE-OUT: Instructions for exhibitor set-up and move-out information is emailed prior to all events. Exhibitor is responsible for contacting SEI, Inc. regarding changes to e-mail address and/or non-receipt and contact person information.

SALES TAX: (Where applicable)
Sales Tax must be collected on all items sold. Exhibitors must have valid licenses prior to show and for payment of all applicable taxes and fees. Floor selling or soliciting is prohibited except from inside exhibitor booths.

EXHIBITOR REGISTRATION: All exhibitor employees and authorized representatives must register and obtain an exhibitor badge before entering show floor. Exhibitor Badges must be worn during show set-up and during all show hours. No exceptions.

EXHIBITOR CODE OF CONDUCT:
Exhibitor agrees to all Exhibitor Code of Conduct Requirements as listed on show web site www.womensdayoutexpo.com

ENTIRE AGREEMENT: This printed means of communication contains the entire agreement between the parties relating to the subject matter hereof. The parties have made no contracts, representations or guarantees relating to the subject matter hereof which are not included herein. Modifications of this contract will void the entire contract unless made in writing and signed by both parties.

MESSAGE THERAPISTS: Any massages, chair or otherwise, are only permitted by being a City or County licensed massage therapist whichever applies. The individual(s) performing the massage must have their appropriate license during the event. Any and all fines imposed by the authorities will be paid by the Exhibiting Company as listed in Exhibitor Contract.

EXHIBITOR RESPONSIBILITIES:
Displays inside exhibitor booths must be attractive, neat, and orderly displayed during all show hours. Exhibitors shall not display products and or items for sale inside cardboard boxes. **EXHIBITOR must** protect the show venue and property from damage done by the Exhibitor, its employees, staff and agents. Nothing may be tacked, taped, stapled or nailed in any way attached to facility property. Repair costs will be assumed by the exhibitor.

PROHIBITED: Balloons, Paint and Spray Cans.

FLAMMABLE MATERIALS: No combustible decorations or drape materials shall be used inside show venue. All materials must be flame- retardant. As directed by the fire ordinance in all state and city municipalities.

ARRANGEMENT OF EXHIBIT BOOTHS: Must be confined within the perimeter of booth space rented. Exhibitor personnel and or staff may NOT work the aisles. Back drops must not exceed 8 feet. Booth designs shall not interfere or obstruct with the exhibits of others. Exhibits will not exceed or extend beyond the 10 foot depth of assigned booth space. No exhibit shall lean or rest against an adjacent booth.

EXHIBITOR ITEMS NOT COVERED HEREIN:
SEI, Inc. shall rule upon all matters or issues not covered herein regarding disputes, or problems which may arise pertaining to issues not specifically covered and/or agreed upon in the foregoing content of this contract, and such ruling, when made, shall be binding both on the EXHIBITOR and SEI, Inc.

CO-LOCATION OF SHOW: SEI, Inc. reserves the right to co-locate (share) the Women's Day Out Expo within the same venue as other shows owned and managed by SEI, Inc. ie Health and Wellness Expo etc.

VERBAL MARKETING: Verbal marketing which extends beyond rented booth space is strictly prohibited.

SMOKING: Always prohibited in or near the exhibit building.

TEAR DOWN. Exhibitors may not under any circumstances begin dismantling booths prior to the close of the show. Exhibitors must await the "OK" from show management that the public has 100% vacated the show venue in order to open any large overhead doors and OK the use of carts, wagons, power jacks etc. Refer to On-Line EXHIBITOR CODE OF CONDUCT at:
www.womensdayoutexpo.com

DOOR PRIZE(S) Exhibitors are required to contribute \$25.00 (retail value) to be given away as door prizes.

ELECTRICAL. Exhibitor understands that each electrical outlet is limited up to 500 watts. It is advised to check electrical items being used to avoid any power outages. Exhibitors are responsible for all other supplies ie. Extension cords.

PARCELS/SHIPMENTS. It is advised that parcels & shipments arrive on Exhibitor Set-Up Day. Exhibitors are responsible for charges to hold, store or deliver to an exhibitor booth.

TWO PAGE EXHIBITOR APPLICATION. Incomplete Exhibitor Applications will not be accepted. Exhibitor Application must be completed and signed. (both pages).

I have read and agree to abide with all exhibitor terms.

Authorized Signature

Date Signed