

Prices

QTY		Total
_____	10x10 Arts & Crafts Space by 2/25/11	\$ 75.00 _____
_____	10x10 Arts & Crafts Space after 2/25/11	\$100.00 _____
_____	10x10 Commercial Space by 2/25/11	\$100.00 _____
_____	10x10 Commercial Space after 2/25/11	\$150.00 _____
_____	Electric	\$25.00 _____
_____	Extra Chairs	\$2.00 ea _____
_____	Extra Badges	\$3.00 ea _____
_____	8' table (no linens/skirting) by 2/25/11	\$12.00 _____
_____	8' table (no linens/skirting) after 2/25/11	\$15.00 _____
	Total	_____

Prices

*We will be using the **Quad format** for booth placement. **EVERYONE** gets a corner booth! **PIPE & DRAPE AND/OR BOOTH DIVIDERS WILL NOT BE PROVIDED.***

Please give a detailed description of the merchandise you will be exhibiting and include **at least** two photographs with your application.

FOR OFFICE USE ONLY

Date rec'd: _____ Amount _____
 Ck/MO _____ Date Dep. _____

Ladies Lifestyle Extravaganza
 c/o Claremore Chamber of Commerce
 419 W. Will Rogers Blvd.
 Claremore, OK 74017

Your Application to the

Ladies Lifestyle Extravaganza

presented by



sponsored by



**Saturday, March 26, 2011
 Claremore Expo Center
 9:00 am — 6:00 pm**

Show Hours: Saturday, March 26

9:00 am to 6:00 pm

Set Up : Friday, March 25, 2011 **3:00 – 8:00pm**

(Late set-up available with prior approval)

Tear Down: Immediately following close of show.

Rules, Regulations & General Information

1. **REQUIREMENTS:** In order to insure a quality show, we must have a detailed description of your entries. Include at least two photos. The show committee reserves the right to deny space to any exhibitor in violation of the rules and has the right to ask any exhibitor to remove items that fall outside the guidelines stated below, or any other rule **without refund**.
2. **ACCEPTANCE:** Descriptions of items will be reviewed by the committee following requirements as stated. Incomplete applications (without description of items), will slow down the acceptance process. Please make certain you have filled out the application completely before returning application. You will receive acknowledgement of your application by post or email as soon as it is approved.
3. Each 10 x 10 booth will be furnished with two chairs.
4. There is a \$25 fee to access 110v electrical outlets. Please note your electrical needs on form. We highly recommend you provide your own 50'-100' extension cord with appropriate gauge/grounds for your needs to reach electrical boxes.
5. Booth tear down is at the close of Women's Expo, any exhibitor disassembling their booth before that time will forfeit their space in future shows.
6. Please make checks payable to the Claremore Chamber of Commerce.
7. Tickets to the Women's Expo will be \$4.00 or \$1.00 with 2 canned good items. Canned goods will be donated to local Food Pantries.
8. Each 10 x 10 Booth Exhibitor will receive two badges; Additional badges must be requested and are subject to approval by show committee. Additional badges will be \$3.00 each.
9. In the event of cancellations or interruptions of the show due to fire, strike, government regulations, acts of God, or any other cause beyond control, the management shall determine if it is possible to reschedule the show and/or the equitable base for refund if any of such portions of amount paid as is possible after considering expenditures and commitments already made.
10. The Show committee reserves the right to make final decisions as to whom and what products may exhibit at the show. Committee also reserves the right to assign all exhibitor locations. Show also reserves the rights to enforce booth height, front, back, sides, banners, signage so as not to block other exhibitors. Show also reserves the rights to approve signage/banners that conflict with the nature of the show. No exhibitor may pass out any flyers or display anything in the entrance or place signage/information anywhere inside or outside the building / grounds without permission.

11. It is agreed that the exhibitor shall make no claim of any kind against the Women's Expo and shall indemnify and hold harmless the Show, Sponsors, Sponsoring organizations, Board Members, officers, employees, Committee members of any such organization, authorized subsidiaries, authorized sub-contractors. Under no circumstances will these organizations be responsible for loss, damage, and destruction, theft of any merchandise, displays or goods of the exhibitors or injury to exhibitor or employee while attending the show. Also it is expressly understood there can be no claim for damage of any kind to the exhibitors business due to any circumstance that developed from the show.
12. All property of the exhibitor remains under the custody and control of the exhibitor, subject to the rules and regulations of the show. Exhibitors should not leave merchandise unattended during show hours and especially during move-in and move-out times. It is suggested that you contact your insurance agent regarding your coverage. Show management is not responsible for loss. Building will generally be locked and secure until one hour before the show opens and one hour after close. No one will be allowed in the building, unless pre-arranged and approved by Show Committee.
13. Each exhibitor must know and comply with all laws, ordinances and regulations pertaining to health, fire and public safety while participating in the Show. All aisles and designated emergency exits must be kept clear at all times. Your area must remain neat and clean during the show. At the close of the show put your trash in proper receptacle or leave in aisle just outside your booth.
14. In your packet there is an Oklahoma Tax Commission Sales Tax Report form. Everyone must fill out the report and return to show staff. If you have an Oklahoma Tax number, you may remit sales tax due. If you do not have an OK Tax Permit, The Show Committee is required to collect your sales tax accordingly. The Exhibitor is liable and responsible for all necessary permits, license, and taxes necessary to participate in the show.
15. Music is copyrighted and subject to license by ASCAP, BMI, SESAC Exhibitor is responsible for any fees that apply. The use of projectors, VCR's, DVD's is allowed as long as volume is controlled. Use of microphones, amplification is not allowed without prior permission of the Show Committee. For additional information please contact the Claremore Chamber of Commerce 918-341-2818 or email chamber@claremore.org.
16. **Exhibitors selling food items:** we require exhibitors selling food items (other than pre-packaged) to meet all state and county health department regulations. **Be prepared for inspection & Permit Purchase.**
17. **Soliciting:** Solicitation for exhibitor participation in forthcoming show by other promoters are not allowed at the show and should be reported immediately.

Direct all inquiries to:
 Cindy at 918-341-5881; mainstreet@claremore.org
 or
 Dell at 918-341-2818; ddavis@claremore.org

**COMPLETE BOTH SIDES OF THIS APPLICATION
 RETURN APPLICATION WITH YOUR CHECK OR MONEY ORDER**

Make checks payable to Claremore Chamber of Commerce.

Mail entries to: Claremore Chamber of Commerce • 419 W. Will Rogers Blvd • Claremore, OK • 74017

Name: _____ Phone: _____

Address: _____ City/State/Zip: _____

Email: _____ OK Sales Tax ID# _____

WAIVER OF LIABILITY: Neither Claremore Chamber of Commerce or any other sponsors or promoters assume any responsibility for destruction, damage or loss of the exhibitor's property or injury for any cause. The exhibitors agree to indemnify and hold harmless Claremore Chamber of Commerce or any others associated with the show from any liability and expense for any injury, property damage or other loss arising out of the use by exhibitors of its exhibit space or activity in connection therewith. By my/our signature(s), I/we agree to this Waiver of Liability and agree to abide by all the rules as stated. Failure to comply with show rules could result in removal of items not pre-approved by the committee or removal of the exhibitor from show WITH NO REFUND.

I hereby agree to the Rules and Regulations by the Ladies Lifestyle Extravaganza Committee and as indicated on this application

Print Name _____ Exhibitor's Signature _____ Print Name _____ Exhibitor's Signature _____