



Vendor Application and Contract

The Upstate Women's Show

Company Name _____ Contact _____

Address _____

Phone _____ Mobile _____

Fax _____ Email _____

Website _____ Facebook.com/ _____

Instagram @ _____ Twitter@ _____

Products or Services to be Displayed or Sold _____

What is your show special? _____

Will you be providing a prize for our raffle? No Yes If yes, please describe _____

Will you be sampling food or beverage? No Yes

Are you interested in purchasing electricity for this event? No Yes

Are you interested in purchasing audio or visual at your booth for this event? No Yes

Are you interested in purchasing telecommunications at your booth for this event? No Yes

Are you interested in purchasing additional items from our decorator? No Yes

BOOTH SIZES AND PRICES

10x10 Inline Booth: \$595

10x10 Corner Booth: \$725

- Non-profit organization rates are available. Please inquire.
- For 500 square feet or more, please contact for pricing, sizes and locations.

Booth Price Includes: 8' back drape, 3' side drape, ID sign, listing in event program, listing and web link on www.SHEgreenville.com, vendor badges and an option to purchase discounted tickets to the event. Complimentary wireless internet is available.

Booth Price DOES NOT INCLUDE: Electricity, Carpet, Tables or Chairs. Electricity may be ordered through the TD Convention Center by calling 864-255-5875.

Total Due \$ _____
Deposit (50%) \$ _____
Balance \$ _____

PAYMENT

FINAL PAYMENT IS DUE NO LATER THAN 7/10/17.

- Check (Made payable to SummitMedia)
- MasterCard Visa Discover Amex

Credit Card #: _____

Exp. Date: _____ Security Code: _____

Name on Card: _____

Billing Address (if different from above) _____

I authorize Summit Media to process this card for the deposit on the date application is received and the balance on July 10, 2017.

Signature: _____

Date: _____

I have read and agree to abide by the event rules and regulations in this 2 page contract (application will not be accepted without signature).

Signature: _____

Date: _____

For more information, please contact SummitMedia at 864-235-1073.

Return application by fax to 864-370-3403 or mail to SummitMedia, 220 North Main Street, Suite 402, Greenville, SC 29601

SHE, The Upstate Women's Show

August 18 - 19, 2017 TD Convention Center Greenville, SC



The Upstate Women's Show

Upon acceptance of this application, the vendor shall be bound by the rules and regulations set forth herein. All decisions regarding allocation of space, payment, character of exhibits, and all operations of the event shall be made by event management.

Assignment of Space: Space will be assigned on a first-come, first-served basis in the order in which applications are received. Space will not be assigned without application and deposit.

Exhibiting Rules:

- No exclusives on products or services are offered at SHE, The Upstate Women's Show.
- Only companies with products and services that meet management's approval are allowed to exhibit.
- Management has the right to refuse potential exhibiting companies not deemed appropriate for the event.
- Spaces are assigned on a first-come, first-served basis, but every effort is made by management to give vendors their preferred location.
- Space may be changed by management for the benefit of the vendors or the event itself.
- Exhibits must be setup on Thursday before 8pm.
- All exhibits must be staffed during all hours of the event.
- Exhibits may not be broken down until the official close of the event. No exceptions.
- No fuels, explosives or combustible materials are permitted. All display items must be flame-proof.
- All vendors must stay in their assigned space to conduct business, and are not allowed to solicit customers from another vendor's space.
- Vendors that do not abide by these rules will not be allowed to exhibit in the future.

Deposit and Payment Terms:

- A 50% deposit on the exhibit space rental fee must be submitted with this application and the balance must be paid 30 days prior to the show date.
- If the balance is not paid at time due, the vendor shall forfeit the exhibit space and all deposits made.
- If management rejects the vendor application, the deposit will be promptly refunded.
- The vendor is contractually liable for any legal fees or costs associated in fulfilling the terms of this contract.
- Upon acceptance of this agreement by management, this shall be a legally binding agreement between the vendor and Summit Media.
- If vendor must cancel its space for good and sufficient reasons, after its application has been approved and accepted, and written notice of such cancellation is delivered to event management, vendor is obligated to pay the agreed upon rental costs as follows:
 - o **Cancellations received 5 months prior to the event date will be refunded the full deposit paid less a \$50 cancellation fee.**
 - o **Cancellations received 148-60 days prior to event date will be refunded 50% of deposit paid, less a \$50 cancellation fee.**
 - o **No refunds will be given for cancellations received 60 days prior to event date.**

There is a \$35 fee for returned checks and vendors with any returned checks must pay the balance by credit card or cashier's check only. Any payment made within 30 days of the show date must be credit card or cashier's check.

Security: From the beginning of set-up to the end of breakdown, management is not liable for the loss of any material by any cause.

Subleasing of Space: Subleasing of space is prohibited. This includes no renting or sharing exhibit space with another company or individual. Non-exhibiting companies will not be allowed to display products, brochures, flyers or signs anywhere at the event.

Booth Restrictions: Absolutely no tents will be allowed in the event. If you have a special exhibit, you may submit a picture to event management for approval.

Vendor/Decorator Kit: The Vendor/Decorator Kit with forms for ordering discount booth furniture packages, electricity and other pertinent event information will be e-mailed and posted on www.SHEgreenville.com under "Vendor Info" approximately six weeks prior to the event.

Vendor Badges: Vendor badges may be picked up during move-in from the Vendor Registration Desk in the lobby. Badges will be issued with the company name only, as it appears on the Vendor Application and Contract. Individual names will not be listed. Additional badges may be ordered for \$5 each. Event management is not responsible for those badges which are lost or stolen.

Sale of Merchandise: Vendor is responsible for obtaining all local, county and state licenses and business licenses, which may be needed in order to sell or display merchandise or services. The vendor is solely responsible for reporting appropriate sales taxes after the event. Please contact the South Carolina Department of Revenue at 864-241-1200 for information regarding sales tax rates, forms and instructions.

Food Sampling: If you plan to order food sampling at your booth, you will be required to complete a food sampling form to be approved by the TD Convention Center. This form will be located within the Vendor Kit.

Waiver of Liability: Management shall not be responsible for any damage or injury that may happen to the vendor or its agent, employees, or property from any cause whatsoever, except the gross negligence or willful misconduct of management or its employees arising out of management duties and responsibilities under this agreement.

Liability Insurance: All vendors must send Summit Media, by July 10, 2017, a copy of their certificate of liability insurance, with Summit Media listed as additionally insured for SHE, The Upstate Women's Show, August 18 - 19, 2017. No vendor will be allowed to move in without liability insurance. Minimum liability limit of \$1,000,000 is required. Product liability should be included as application.

Disruption of Event: In the event that the exhibit space shall not be available for uses herein specified due to war, government action or order, act of God, fire, strike, labor disputes or any causes beyond the control of management, this agreement shall be terminated and vendor hereby waives any claim for damages or compensation should the agreement be terminated. If for unforeseen circumstances, date, location or name of event must be changed for the benefit of management, this contract will still remain in effect.

Photos and Videos: Event management reserves the right to use pictures and videos taken during the event of display areas, special features, exhibit personnel and attendees.

Assignment and Change of Control: Promoter may assign this Agreement or any part of its rights, duties or obligations hereunder provided that such assignment is to an organization experienced in show promotion and production.

Content. Summit Media Group reserves the right, in its sole discretion, to remove or to require Exhibitor to remove any Exhibit or portion thereof that it deems to contain inappropriate or otherwise objectionable or undesirable content (whether for legal, business or other reasons). Exhibitor waives any claims against Summit Media Group arising out of such removal.

Sound Levels. Any demonstration, radio or television volume, or musical performance must be operated or conducted in a manner such that it does not interfere with the use by any other exhibitor of such exhibitor's exhibit space. Without limiting the foregoing, Exhibitor will not produce, perform or broadcast any music in connection with its Exhibit without first obtaining rights from the appropriate music licensing organizations (e.g., ASCAP, BMI, and SESAC).

Signage. Except within the confines of the Exhibit Space, Exhibitor may not post or display any signs or banners in the Facility. Any signs posted in the Exhibit Space are subject to the terms of this Agreement.

Obstructions. Exhibitor may not block or otherwise impede access to any common walkways within the Facility or to the exhibit space of any other exhibitor.

Condition of Exhibit. Exhibitor must at all times maintain its Exhibit in a clean and orderly manner. Food and beverage containers must not be visible within the Exhibit.

Removal of Exhibit. Promptly following the conclusion of the Event, Exhibitor will remove all materials from Exhibitor's Exhibit Space. Any materials left in the Exhibit Space by Exhibitor after designated move-out hours will be removed and/or destroyed by Summit Media Group and/or the Operator, at Exhibitor's sole cost and expense.

Term; Termination. This Agreement will be effective as of the Effective Date, and, unless otherwise terminated in accordance with its terms, will remain in effect until the conclusion of the Event. Exhibitor may terminate this Agreement immediately upon written notice to Summit Media Group in the event of a material breach by Summit Media Group that is not cured within thirty (30) days after Summit Media Group's receipt of written notice of such breach from Exhibitor. Summit Media Group may terminate this Agreement at any time, with or without cause, upon five (5) days' notice to Exhibitor. In the event Summit Media Group terminates this Agreement in accordance with its rights in the preceding sentence, within thirty (30) days of such termination Summit Media Group will refund to Exhibitor the unearned portion of any Exhibitor Fees that Exhibitor has paid to Summit Media Group as of the effective date of termination.

Representations and Warranties. Exhibitor represents and warrants that: (i) it is duly licensed, authorized or qualified to do business and is in good standing in every jurisdiction in which a license, authorization or qualification is required for the ownership or leasing of its assets or the transaction of business of the character transacted by it, except when the failure to be so licensed, authorized or qualified would not have a material adverse effect on its ability to fulfill its obligations hereunder; (ii) it will avoid deceptive, misleading or unethical practices that could adversely affect the performance of the other party's obligations under this Agreement or damage the reputation of the other party; (iii) its Exhibit, including all products, services, and signage displayed and/or featured in connection therewith, will not violate or infringe the rights of any third party, including, without limitation, any patent, copyright, trademark, trade secret or other intellectual property or proprietary rights, be libelous or defamatory, or violate any right of privacy or publication; and (iv) its performance of its obligations under this Agreement, including, without limitation, its operation of its Exhibit, will comply with all applicable federal, state and local laws, rules and regulations, and it will obtain all applicable permits and licenses required of it in connection with its obligations hereunder, including, without limitation, any applicable music performances licenses from the appropriate licensing organizations (e.g., ASCAP, BMI and SESAC).

Indemnification. Exhibitor will indemnify, defend, and hold harmless Summit Media Group and its parents, subsidiaries, affiliates, and assigns, and each of their respective officers, directors, employees and agents, from and against any claim, loss, demand, cause of action, debt or liability (including reasonable attorneys' fees) incurred in connection with a third-party claim arising out of or related to: (i) any breach or alleged breach of any of Exhibitor's obligations hereunder, including, without limitation, its representations and warranties in Section 8; (ii) any willful, intentional or negligent action or failure by the Exhibitor, its employees, or agents; and (iii) personal injury, death, or property damage arising directly or indirectly from any act or omission of Exhibitor, its employees, agents, vendors, suppliers, or contractors, in connection with the Event or the use of any portion of the Facility, except to the extent that any such claims arise out of the fault or negligence of Summit Media Group.

General. This Agreement will be binding upon the parties, their successors, and permitted assigns. Exhibitor may not assign or transfer this Agreement, or any of its rights or obligations hereunder, in whole or in part, without the prior written consent of Summit Media Group. This Agreement will be construed in accordance with the laws of the State of South Carolina, without regard to its conflicts of law rules. No waiver of any breach of any term or condition hereof will constitute a waiver of any subsequent breach. If any term is held unenforceable, such term will be restated, in accordance with applicable law, to reflect as nearly as possible the original intentions of the parties, and this Agreement will remain in full force and effect. Written notices sent pursuant to this Agreement will be delivered by commercial overnight courier to the applicable signatory at the address set forth on the Cover Sheet; copies of notices to Summit Media Group shall also be sent to General Counsel, Summit Media, LLC, 2700 Corporate Drive, Birmingham, AL 35242. This Agreement contains the entire agreement and understanding between Summit Media Group and Exhibitor and supersedes all written and oral understandings and negotiations relating to the subject matter hereof. This Agreement may not be amended or modified except in a writing signed by each Party. Nothing in this Agreement will be deemed to create the relationship of partners, joint venturers, employer-employee, master-servant, or franchisor-franchisee between the parties.