



Happy Ever After Wedding Show

Presented by The Chamber of St. Matthews

Booth Application
Louisville Marriott East
July 19, 2020 2—4 pm

Company _____ Contact _____

Address _____ City _____ State _____ Zip _____

E-Mail _____ Website _____

Category _____ What will you display in your booth? _____

Do any items in your booth display exceed 8' in height? Yes No

Please check the following boxes for your booth selection:

- 8' space with a 6' banquet table and two chairs - \$150
- Electrical (limited availability) - \$25
- Linen Rental - \$25

Electricity is extremely limited, and is first come first serve. If you apply for electricity and we are out you will be refunded for electricity only. It is highly suggested that if you require electricity that you fill out and return this form immediately.

Payment with Credit Card

Card Number _____

Exp. Date _____ Name on Card _____

Signature _____

Payment with Check

Payable to **St. Matthews Area Chamber of Commerce**, PO Box 7973 Louisville, KY 40257

Terms and Conditions on Back

The undersigned hereby acknowledges that it will dress and conduct business operations in a professional and courteous manner; are in full compliance with any and all laws, rules, ordinances, statutes or regulations and furthermore, has procured any necessary licenses/permits with respect to its operation. The Chamber of St. Matthews may, in its discretion, request copies of applicable licenses/permits from the undersigned. The undersigned further acknowledges that it has adequate insurance coverage with respect to its operations.

Vendor Signature _____

Printed Vendor Name _____



Exhibitor Terms and Conditions

- Booth space must be paid in full at least one week prior to the show. Failure to pay means your booth space is not reserved. Vendor categories are limited and this contract is subject to acceptance by The Chamber of St. Matthews. We advise you to send your contract and payment as soon as possible. All payments are absolutely non-refundable.
 - Each booth will be approximately 8' x 6' spaces, supplied with one (1) 6' rectangular table and two (2) chairs, if these are not needed please inform The Chamber of St. Matthews as soon as possible.
 - Booth placement: The Chamber of St. Matthews maintains the sole discretion, and reserves the right to assign and/or reassign and/or change the location of all spaces or booths at any time.
 - Vendors are responsible for their own backdrops and displays. The facility will allow nothing to be hung from the ceiling nor hung on the walls, furthermore this is a boutique type show and being as such there will be no pipes, drapes, hooks or attachments provided. Booth space is limited to no more than 8' by 6' area.
 - If your booth is not set up at least sixty minutes prior to the start of the event, you forfeit your right to receive the bride contact list and may jeopardize participation in any future wedding shows hosted by The Chamber of St. Matthews.
 - You may pull your vehicles to the doors to unload your equipment. However, please be mindful of others who wish to do the same by unloading quickly and removing your vehicle. All vendor vehicles must be moved to the vendor parking area no later than 30 minutes prior to the start of the event.
 - Vendors may remove their booth or belongings only after all public guests have vacated the exhibit area or otherwise instructed by The Chamber of St. Matthews. If any vendor packs up before the scheduled end of the show, you forfeit your right to receive the bride contact list and may jeopardize your participation in any further The Chamber of St. Matthews produced wedding shows. Any excessive cleanup costs will be paid for by the vendor.
- All food must be precooked and ready to serve. The facility does not allow any popcorn or any like types of food.
 - We will supply all vendors with a list of brides who registered and/or attended this show. The vendor agrees to use the list of names from this show only for the use of the vendor signed below and not to share such information with any third party. (Warning - we plant bogus names in our list in order to verify that the list is being used properly.) Failure to follow this condition will jeopardize any future participation in any show hosted by The Chamber of St. Matthews.
 - The Chamber of St. Matthews does not provide any type of vendor signage, nor guarantee the extent of advertising for the event.
 - The Chamber of St. Matthews makes no guarantee or warranty as to vendor's performance and/or sales revenues generated from this event.
 - The Chamber of St. Matthews, reserves the right to cancel this show in the event of inclement weather and/or for any other reason in its sole discretion. In the event of such a cancellation, every effort will be made to reschedule this show to another date. No refunds will be given in the event of a cancellation.
 - The Chamber of St. Matthews reserves the right to refuse participation of any vendor in a show if there have been complaints from brides concerning the vendor. Complaints will be verified by investigation of the complaint.

Company

Signature

Date