

THE BEST BEAD SHOW Jan 29-Feb 3 '18

Quality Inn & Suites Airport North ♦ 5251 S. Julian Drive, Tucson, AZ, 85706

PLEASE PRINT in blue/black INK & fill out COMPLETELY—DO NOT PUT “ON FILE,” OR “SAME AS,” etc. Deposits MUST accompany contract, and will be processed upon acceptance. Contracts are subject to review/acceptance. You will be notified upon receipt. *If you do not hear from us within ten (10) days of submission, please contact us immediately.*

Company: _____ Contact: _____
 Address: _____ City: _____ State: _____
 Zip: _____ Country: _____ Phone: _____ Cell: _____ Fax: _____
 Website: _____ E-Mail: _____ Date: _____

It is the responsibility of the exhibitor to notify BBS immediately of any contact detail changes, especially e-mail address.

[A] Size: _____ Watts: _____ Cost: \$ _____
 [B] Provided Tables (*Tables are NOT draped): 8'x30" 6'x30" Chairs:
 Requested Extra Tables*(\$40each): _____ 8'x30" _____ 6'x30" _____ 8'x18" Total Extra _____ x \$40=\$ _____

[C] Number of additional exhibitors if sharing: _____ (+\$25.00/each). *Subject to approval. Contract required for each.*

Total Costs: [A]\$ _____ + [B]\$ _____ + [C]\$ _____ = [E] Total Cost: \$ _____

-F- Amount included w/ contract (*50% due with contract prior to July 9, 2017. Full Amount due after.): \$ _____

___ Attached Check or ___ Charge Credit Card Below

MasterCard/Visa/Discover Credit Card Authorized for payment(s) *Please complete ALL information below. Please print.*

_____	_____	_____	_____	_____
Visa/MasterCard/Discover #	Exp. Date	Sec./CVV Code	Name as it appears on card	
_____	_____	_____	_____	_____
BILLING ADDRESS	CITY	STATE	ZIP CODE	COUNTRY

Balance- Due July 9, 2017*** Select one: ___ Automatically charge balance to above card on due date ___ Invoice me*

*Balances unpaid after 15 days of due date will be charged to credit card on file.

♦Checks should be made payable to The Best Bead Show. Returned checks incur a \$90.00 fee; declined credit cards incur a \$25.00 fee (after third failed attempt—attempts will be made three (3) days apart). ***Accounts with unpaid balances after the due date will incur a \$50.00 late fee per 30-day cycle. Fees are applied immediately to the balance. If still unpaid after Aug 9, 2017, your space may be forfeited without refund, at the sole discretion of show management, with fees/balances remaining due. ♦Deposits are nonrefundable. If cancellation is received in writing 150 days or more prior to event start date, payments previously received in excess of the deposit and penalty fees will be refunded in full. **No cancellations within 150 days of the event will be accepted, and the full balance, including fees, will remain due.** ♦ All payment information provided may be used for all payments due, present, past and future, for all matters pertaining to Falcon Endeavors including, but not limited to, third-party debts such as those incurred from facilities and shipping companies/departments. ♦The signer, and company and employees represented by whom, do hereby agree to participate in this Best Bead Show, and to abide by all rules/regulations set forth by show management herein and on second page, of which I hereby acknowledge receipt and understanding, and do hereby release from all liability The Best Bead Show/Falcon Endeavors, Inc., and its employees and affiliates, for any/all losses/injuries sustained as a result of such participation. I also understand/acknowledge that if this event is cancelled due to war or terrorist acts The Best Bead Show/Falcon Endeavors, Inc. will at most be liable for applying booth fees to future events by afore-mentioned. If show management cancels any event for other reasons, BBS/FE will at most be liable for refunding paid booth fees. Any/all expenses incurred by collections process shall be paid by exhibitor. Arbitration/Litigation fall under rules/laws of and occur in PA.

Exhibitor Authorized Person [Print]

Exhibitor Authorized Person [Signature]

Date

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Event Times: All start 10AM. End times: Mon. and Wed-Fri: 6PM; Tue.: 8PM; Sat: 5PM

Set-Up: Jan 28 (Sunday) 1:00PM-11PM & Jan 29 (Monday) 7:30AM-10AM

Please pick up exhibitor packet at show BEFORE you set up. Please have cash available as exhibitor badges require \$5 deposit for first two and \$5 more for each additional badge.

IMPORTANT: You MAY NOT set up prior to check-in/approval. The Fire Marshall has threatened fines & shut down as it is a violation for anyone other than decorator staff to be in exhibit space prior to their approval. Violators will be fined \$1000.00 and will also be responsible for any/all fines/suits incurred by the Best Bead Show as a result of their actions.

Anyone setting up beyond their contracted space will be fined \$500.00.

Anyone who takes tables that were not in their booth (i.e. stealing) will be **fined \$500.00 PER TABLE** which will be due immediately or charged to card on file. If payment is not immediately received you will be removed from show without refund and **BILLED** the fine amount. Fees received will be split with informants. (All exhibitors want management to take shoplifting seriously; this is no different.)

Breakdown: Saturday, February 3rd — 5PM-10PM

You may NOT breakdown or pack in anyway prior to February 3rd at 5PM. Noncompliance will result in a \$500.00 penalty (per instance/day) which will be due within 30 days of notice and may result in forfeiture of future booth location consideration and/or booth space at any/all future Best Bead Shows. Any deposits already received will be forfeited, and additional payments will be subject to stated refund policy per that event AFTER the penalty fees have been assessed.

Conduct: Events considered by show management to be in direct competition may not be promoted at this event. Any/all behavior that show management considers damaging to the show reputation is strictly prohibited & may result in show expulsion without refund. It will be at the management's discretion to either allow the exhibitor to pack at the end of that business day or to cover that exhibitor's booth during remaining show hours allowing exhibitor to reenter facility only at the conclusion of the event. Expelled exhibitors may NOT be on property at any time not permitted by show management—noncompliance may result in criminal trespass charges. Anyone allowing public access to facility through non access points will be charged a \$500 penalty without notice.

Damages: While the facility may have services to empty wastebaskets, etc., you are ultimately responsible for your location in that any cleaning fees incurred by show management due to excessive trash and/or damage in or around booth areas will be payable immediately by exhibitors who occupied said booths (i.e., food ground into the floor, etc.)

Food: Food and drinks will be for sale by pre-scheduled vendors.

Shipping: NOTHING can be shipped to the show location until Jan 28th BUT a Receiving Form must first be submitted. [Provided upon request]

Signs: No exhibitor signs may protrude beyond or above booth without PRIOR show management approval. Flyers, postcards, promotional materials, etc. may not be displayed outside your booth area (inclusive of lobby, restrooms, concessions area, or any other location within the immediate control of the Best Bead Show without PRIOR approval.

Taxes/Scales: If you use scales you must have them registered with the state. Call (602) 255-5211. All exhibitors must get an Arizona Tax number. Call (602) 255-2060

Sharing: THERE IS NO SUBLETTING. Booths may be SHARED, but ONLY IF approved in advance. There must be signed contracts for all participants, with the main contact specified, who will be solely responsible for all payments and paperwork. Each exhibitor will receive their own sign. There is a \$25 surcharge per each additional vendor.

There cannot be more than two (2) exhibitors per single/regular booth area and tables CANNOT be shared.

Parking: **IMPORTANT!!!** During Open to Public show hours, exhibitors MUST park only in the designated exhibitor parking area. Taking parking spaces away from buyers is detrimental to the show in general and YOU! **FAILURE TO COMPLY MAY RESULT IN \$250 FINE PER OCCURRENCE!**

Rooms: Rates TBA

Some matters above may change without or with limited notice, especially those which exceed the control of show management, including venue location. If changes are brought to our attention in advance, we will notify you within a timely manner. Should any such change occur, or should any part of this agreement, or any provision herein contained, be rendered or declared invalid by reason of any existing or subsequently enacted legislation, or by a decree of any court of competent jurisdiction such invalidation of such part or portion of this agreement shall not invalidate the remaining portions hereof.

Remaining parts or provisions shall remain in full force and effect.

Please be certain to keep us updated of any contact information changes, especially e-mail addresses. "BBS" is not responsible for information not received as a result of invalid/outdated contact information.