



# Central Oregon WEDDING & EVENT Show

January 14, 2012

## Rules and Regulations

Noncompliance with any of these rules and regulations could result in removal from the Expo without refund of fees.

- All standard space is 10 feet by 8 feet.
- All equipment and supplies must be supplied by the Vendor
- All applications are subject to *Central Oregon Wedding & Event Show* Committee approval.
- All menus and products are subject to Committee approval
- A **50% deposit** is required to reserve your booth space. Booth space is reserved on a first come first served basis. All fees must be paid by **December 1, 2011**. If fees are not paid by **December 1, 2011** Vendor space maybe cancelled without refund of fees unless payment arrangements have been made with the committee.
- **Cancellation Policy:** 25% of fees will be retained for any cancellation after registration has been verified. 50 % of fees will be retained for any cancellation after **December 1, 2011**. 100 % of fees will be retained for any cancellation after **December 1, 2011**.
- A guarantee on booth location will only be given to those returning vendors that have the **first right to refusal** and who have reserved their space before **May 15, 2011**. Otherwise no guarantee of location will be made and your space will be released and available for new vendors to reserve.
- **No guarantee of exclusivity of type of product will be made.**
- **Booths that were shared before the 2011 show will not be subject to 100.00 fee. They are considered Grandfathered in.** All other shared booths will pay an additional 100.00 fee. Any vendor sharing a booth must let organizers know in the application process and pay the 100.00 fee. Those that share without letting the organizers know will not be asked back and will be asked to leave.
- Vendor agrees to arrive during the designated set up time and to remain open during Show hours of operation. (**Vendor set up time is 7:00 AM Be ready for business by 8:30 AM.**)
- Vendors are responsible for removing their cars from the Show area by the designated time and are responsible for their own parking. **Please park your vehicles as far away from the building as parking will allow leaving space close to the building for show attendees.**

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Vendor Signature

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Date



Central Oregon  
WEDDING &  
EVENT Show

**The Central Oregon Event & Wedding Show  
January 14, 2012**

**Release and Waiver of Liability and Indemnity Agreement**

This agreement is made (month/date/year) \_\_\_\_\_, in the City of Bend, County Deschutes, between (print your name here) \_\_\_\_\_

Hereinafter referred to as "Vendor" and *The Central Oregon Wedding & Event Show, The Riverhouse,* & Incredible Events hereinafter referred to as "Committee". IN CONSIDERATION FOR PARTICIPATION in the *The Central Oregon Wedding & Event Show*, the undersigned hereby agrees to the following:

1. Vendor releases and discharges the Committee from all liability to, for all loss or damage and any claims of demand therefore, on account of injury to any individual or property resulting from the Vendor's participation in *The Central Oregon Wedding & Event Show*.
2. Vendor agrees to indemnify and hold harmless the Committee from any loss, liability, damage or cost, including attorney fees, arising out of Vendor's participation in the *The Central Oregon Wedding & Event Show*, whether caused by the negligence or willful act of the Vendor or any other person or persons.
3. Vendor hereby assumes full responsibility for the risk of bodily injury, death or property damage relating to or arising out of Vendor's participation in the *Central Oregon Wedding & Event Show*.
4. Undersigned further expressly agrees that the foregoing RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT is intended to be as broad and inclusive as permitted by the laws of the State of Oregon. If any provision of this Agreement is held by a Court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date



# Central Oregon WEDDING & EVENT Show

## The Central Oregon Wedding & Event Show Exhibitor Application January 14, 2012

Return to: Central Oregon Wedding and Event Show  
3873 NW 21<sup>st</sup> St  
Redmond, OR 97756  
(541) 408-1135 Laura Chick

**Make Checks payable to: Central Oregon Wedding and Event Show**

Business Name: _____
Applicant Name: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Email Address: _____
Business Phone: (____) _____ Cell Phone: (____) _____
Website Address: _____

Exhibitors Names: _____ _____
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**SPACE FEES: All booths include Electrical**

8 x 10 Booth Space	\$450.00	_____
8 x 10 Corner Booth Space (Only 12 available)	\$500.00	_____
All Lobby Booths	\$500.00	_____
Shared Booths (need to add)	\$100.00	_____
Banner ad for one year on <a href="http://www.thecoshow.com">www.thecoshow.com</a> Web Site	\$100.00	_____
<b>Total Registration Fees Enclosed</b>		<b>\$ _____</b>

I hereby agree to abide by the rules and regulations of *The Central Oregon Wedding & Event Show*

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_