

EMERALD SPIRAL EXPO
SATURDAY, September 25, 2010
VENDOR APPLICATION

SUBMIT PAYMENT AND APPLICATION BY 04/30/10 AND RECEIVE \$25 OFF YOUR REGISTRATION

We are pleased to invite you to participate in the Emerald Spiral Expo.

What is a Vendor? Exhibitors, Vendors, Healers, and Readers, everyone that has an approved booth. You may share a booth, for example 2 readers, exhibitor and 1 reader, etc. (2 vendors max per booth)

Date and Time: September 25, 2010. Doors open to the public at 9:00 a.m. and close at 5:00 p.m.

Location: Kent Commons, 525 Fourth Avenue N., Kent, WA 98042

Registration: The attached Application form (with Release & Indemnity Agreement) must be read, completed, signed and mailed to the Emerald Spiral address shown on the Application form, along with your registration fee. All applications are subject to approval by Emerald Spiral.

Registration Fee: \$125.00. Make check payable to: Emerald Spiral.

Facility Entrance: Please load and unload through the SW back side of the building. Please do not go through the main lobby of the Kent Commons.

Booth Set-Up: You may begin setting up your booth on Saturday, 9/25/10 starting at 6:30 am. Set-up must be completed by the time the doors open. We will do opening circle 8:30am to 8:45pm.

Parking: After unloading, please move your vehicle to the Regional Justice Center, courthouse parking lot. Please do not park in the Kent Commons parking lot – that is for your customers.

Lighting & power: The room has adequate lighting. It is not necessary to bring extra lighting but, you may if you desire. NOTE: All booths (except 73 – 78) have access to power. Bring your own extension cord and painters tape to keep the cord in place and prevent anyone from tripping over the cord.

Table Space: Table space will consist of two 6 ft. X 2 ft. 6 in. tables and 2 chairs. Due to the number of our participants, this space restriction will be enforced. NOTE: Only Kent Commons tables and chairs will be allowed.

Safety: To ensure a safe (fire regulations) and healthy (allergies, etc.) Expo for everyone, burning of incense, candles, or other related items, is prohibited. *No Exceptions*, we appreciate your full cooperation.

Booth Tear Down: The Expo doors close Saturday at 5:00 p.m. Please ensure your floor area is cleaned up at the end of the Expo. You will be responsible to any damage to chairs, tables, and floor area in your booth. Please inspect your floor area before setting up. Please notify Emerald Spiral immediately of any floor damage to your booth area. **Booths must be dismantled prior to 7:00 p.m.** The building closes at 7:00 P.M. Please load and unload through the SW back side of the building. Do not go through the main lobby of the Kent Commons.

Door Prize donations: We request and appreciate your donation of a gift item or services to be used for our Expo hourly door prize drawings. This is an exciting part of our Expo, and can help promote your business. All donated services must be valid for 12 months from the date of the Expo (**Good thru 9/25/11**). Please be sure to attach a business card and an Emerald Spiral representative will come and collect your donation.

General Information: You are expected to remain in your booth throughout the day, except for reasonable breaks.

Cancellations: Cancellations must be in writing and there is no refund once acceptance has been made.

Contact Information: email info@emeralds spiral.com or Susan Harmon, Emerald Spiral Expo Organizer (206)937-2275 or website: <http://www.emeralds spiral.com>

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SATURDAY, September 25, 2010
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We are pleased to invite you to participate in the Emerald Spiral, to be held Saturday, Sept. 25, 2010, at the Kent Commons, 525 Fourth Avenue N. Kent, WA.98042

To register:

- ◆ Complete this Application form and sign the Release and Indemnity Agreement
- ◆ Include your \$125.00 registration fee (make check payable to Emerald Spiral)
- ◆ Mail to: Emerald Spiral Coop, 5910 California Ave SW, Seattle, WA 98136 (up to 10 days prior to Expo)
- ◆ Please enclose your business card and \$10 for Expo Program advertising. (optional)

(Please Print)

Business Name: _____ **Phone:** _____

Applicant's Name: _____ **Cell Phone:** _____

E-Mail Address: _____

Mailing Address: _____ **City, State, Zip:** _____

Website here: _____

Indicate Type of Service, and Product(s): () READER () HEALER () OTHER

Program information: Tell us about your Business/Service (limited to 255 characters):

Number of people in your booth: _____

Please indicate the total number of **additional** chairs that are required (2 chairs are assumed): _____

Please indicate 1st, 2nd, 3rd choice of booth location from the seating map: _____

Please note any special needs: _____

NOTE: IF YOU ARE SHARING A BOOTH, PLEASE COMPLETE AN APPLICATION FOR EACH BUSINESS. LIMIT (2) PARTICIPANTS PER BOOTH. THANK YOU!

**EMERALD SPIRAL EXPO
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RELEASE & INDEMNITY AGREEMENT

I state that I wish to participate in the Expo, Sept. 25, 2010, offered by the Emerald Spiral. In consideration for the right to participate in this Emerald Spiral event, I hereby release Emerald Spiral and its representatives from any and all liability claims and causes of actions arising out of or in any way connected with my participation in the Emerald Spiral Expo. I personally assume all risks in connection with this event and further agree to indemnify and hold harmless Emerald Spiral and its representatives from all liability, claims and causes of action which I may have arising from my participation in this event.

The terms of this agreement will serve as a release and indemnity agreement for my heirs, personal representative, and for all members of my family, including any minors. I further state that I am eighteen (18) years of age or older and legally competent to sign this release that I understand these terms are contractual and not a mere recital, and that I have signed this document as my own free act.

I have fully informed myself and understand the contents of this release and indemnity by reading it before I signed it. I am responsible for the contents of this application.

I understand that I am responsible for any floor damage, or to chairs, or to tables in the booth that I am occupying.

ALL BOOTH PARTICIPANTS MUST SIGN

Print Name _____

Signature _____ Date _____

Print Name _____

Signature _____ Date _____

NOTE: IF YOU ARE SHARING A BOOTH, PLEASE COMPLETE AN APPLICATION FOR EACH BUSINESS. LIMIT (2) PARTICIPANTS PER BOOTH. THANK YOU