



2014 Palmetto Women's Show **Exhibitor Application**

March 14th-15th
Friday 11am-9pm and Saturday 9am-6pm



Proudly Sponsored by:

McLeod Health
The Choice for Medical Excellence

Name of Vendor/Business: _____ Contact Name: _____

Mailing Address: _____ Email: _____

City: _____ State: _____ Zip Code: _____ Phone: (_____) _____ - _____

Description of Items to be Sold: _____

Fees: Lower Level Exhibit Booth (10' x 10')	\$295.00 _____ (includes 1 skirted table, 2 chairs, pipe & drape)
Additional Booth (10' x 10')	\$225.00 _____ (includes additional table & 2 chairs if needed)
Additional Skirted Table	\$ 30.00 _____
Electricity - 1st outlet (if needed)	\$ 30.00 _____ (will accommodate ONE item for electricity)
Electricity (each additional outlet)	\$ 10.00 _____
Telephone Service	\$175.00 _____ Telephone Service is needed for credit card sales. We cannot connect telephone lines on move-in day. This must be an advance purchase!

Total _____

PAYMENT

Complete, sign and return this application with your deposit of \$100.00 **due with contract, you will be invoiced for the remaining balance due on or before February 1, 2014.** Applications will be reviewed for acceptance into the 2014 Palmetto Women's Show on a first come, first serve basis. Every effort to limit multiple vendors of same products and services will be made by the management of this show. **Please make sure that the signed policies & procedures pages accompany your application and deposit.** Applications without the signed policies and procedures pages will be considered incomplete.

**Return to: Florence Civic Center, Attn: 2014 Palmetto Women's Show, 3300 W. Radio Dr., Florence, SC 29501
Or fax to 843-679-9429**

AGREEMENT

I, the undersigned, wish to participate in the 2014 Palmetto Women's Show and have read and understand the policies and procedures within this application. By submitting this application and payment, it is understood that acceptance into the show will be determined by the *staff and management of the Florence Civic Center*. I understand and agree that there will be no refunds. Further, I hereby release and forever discharge the Florence Civic Center and their agents and representatives, from any responsibility, personal liability, loss, claims or damage arising out of or in connection with this show.

Signature of Applicant

_____/_____/_____

Accepted by (FCC Management)

_____/_____/_____



2014 Palmetto Women's Show **Application Continued**

GENERAL INFORMATION:

- **SAFETY** - All participants must comply with all fire and safety guidelines explained in the confirmation material.
- **LIABILITY** - The Florence Civic Center, event sponsors, representatives, employees, agents, patrons or guests are not liable for any loss or damage to the property of any participant due to fire, robbery, accident or other cause that may arise from participant's use or occupancy of participant's assigned space during the show.
- **INSURANCE** - All participants shall be responsible for liability insurance.
- **REFUNDS** - No participant refunds will be made for any reason. Space fees are refundable only if applicant is not accepted to participate.
- **REMOVAL** - Show management reserves the right to close down and remove any participant that is not adhering to show policies and procedures, deemed obnoxious or performing activities not in proper taste for show. **THIS INCLUDES SELLING OR GIVING AWAY ITEMS THAT HAVE NOT BEEN APPROVED BY THE FLORENCE CIVIC CENTER TO SELL OR GIVE AWAY.**
- **SOUND** - Radios, tape players, cd players, DVD players, televisions, Ipods or any other loud speakers are not permitted in the exhibitor areas. If these items are needed for your booths, prior approval **MUST** be given by the management of the show.
- **DISPLAY** - Balloons of any type are **NOT** allowed inside the building. Failure to adhere to this policy will result in removal from the event and/or a fine of \$500.

APPLICATION GUIDELINES:

- **COMPLETION PROCESS** - Application must be completed, signed and returned by the deadline indicated and must include all non-refundable fees.
- **CONFIRMATION OF ACCEPTANCE** - If accepted for participation, a confirmation letter will be mailed containing further information on check-in time, exhibit location, event map, exhibitor badge and other applicable information.
- **NOTIFICATION OF REJECTION** - If applicant is not accepted for participation, a notice explaining the reason for rejection and a refund check will be mailed to applicant promptly.

Please list all items that require electricity usage: _____

I have read completely the rules and regulations for the 2014 Women's Show at www.PalmettoWomensShow.com. I hereby agree to abide by the rules and regulations set forth by the management of this show and by the Florence Civic Center. By signing below, I agree that I fully understand these rules and will abide by the policies set forth.

Accepted By: _____

Date: ____/____/____

Company/Booth Name: _____

Phone No.: (____) ____ - ____

For More Information contact:

Chastity Wilson, Show Coordinator

Office: 843.679.9417

Cell: 843.206-5996

Email: cwilson@florenceciviccenter.com