

Ayla's Wonderful World of Beads

Ayla's Originals

1511 Sherman Avenue

Evanston, IL 60201

847.328.4040

VENDOR APPLICATION: EVANSTON, IL 11/7/10

LOCATION: Hilton Garden Inn
1818 Maple Ave.
Evanston, IL 60201

DATE/ TIME: Sunday, November 7, 2010 10:00 a.m. – 4:00 p.m.

VENDOR ELIGIBILITY:

Any retail vendor of bead related merchandise is eligible. Special wholesale programs are acceptable, but all prices must be marked retail.

Ayla's Wonderful World of Beads and Ayla's Originals ("Ayla's") retain the sole authority to select vendors. Exhibitors will be selected in order to provide a well-rounded show with a representational mix of high quality suppliers, importers, designers, and bead makers. All vendors selected will conform to appropriate professional behavior. Exhibitors must display the merchandise described on the application.

COST:

The cost per table is \$235.00. **Applications received before 10/10/10 will ONLY be charged \$215.00 per table.** Subsequent tables are \$195.00 each.

Applications will not be considered until payment is received in full. Please send your check, along with the signed application to: Ayla's Originals, Inc., 1511 Sherman Ave., Evanston, IL 60201.

DEADLINES:

Applications submitted early will receive priority for show eligibility and room placement. Please don't wait to submit your application; there are a limited number of spaces available.

PAYMENT AND REFUNDS:

No application will be accepted without full payment. This application does not guarantee acceptance into the show. If not accepted, all funds will be returned. If you are accepted into the show and you subsequently choose to cancel your contract, the rental fee will be refunded only if the intended space can be rented; and then, only 50% of the fee will be returned.

SPACES:

One 6' x 30" table and chairs are included in the rental fee. Each vendor must supply his or her own table covers and skirting. Merchandise may not extend beyond allotted table space. Nothing may be leaned on or fastened to the wall. We encourage creativity, but displays must meet reasonable decorum and safety standards.

Sharing of tables is allowed only as follows: if you wish to reserve only half a table, you are responsible for finding a person to reserve the other half. You must then both submit your applications together. The two applications will be considered for selection together.

ELECTRICITY:

The hotel will provide standard power for each table at a charge of \$20.00 per table, with a maximum of two (2) plugged in items per table ONLY. Vendors must supply their own extension cords and power strips. You MUST submit your electricity fee when you submit your application or you will NOT have electricity.

SHIPPING AND STORAGE:

If needed, the hotel will provide storage for vendor merchandise shipped in advance for the three days prior to the show. Contact the facility directly for more information; it is each vendor's responsibility to deal with his or her own shipment.

SHOW POSTCARDS:

Postcards advertising the show are our primary means of publicity. Please advise on the application whether, and if so, how many, show postcards you could distribute.

ROOM RESERVATIONS:

There is a small block of rooms reserved at the Hilton Garden Inn (847-475-6400) under the group name "Ayla's Wonderful World of Beads".

DAY OF SHOW:

Exhibitors are REQUIRED to be set up by 9:45 a.m. or their table will NOT be held open. Set-up will begin at 7:00 a.m. (NOT BEFORE). Exhibitors are REQUIRED to remain set up at the show until closing or risk not being invited to return. If you must leave your table for any reason, someone must be responsible for watching your space.

UNLOADING/PARKING:

You may unload through the front or rear of the hotel. The entrance and function rooms are on the ground level in very close proximity to one another. Parking is available at the city garage directly next door. There is also some street parking available.

FOOD AND BEVERAGE:

Lunch will be available, from hotel, for a fee.

TAX:

Exhibitors are responsible for collecting and remitting sales tax. The State Sales Tax for Evanston, IL is 10%. If you have any questions, please contact the Illinois Department of Taxation at 800-732-8866.

SECURITY:

The exhibitor is responsible for having an attendant at his/her own booth and is strongly advised to watch all merchandise carefully. Neither Ayla's nor the show site is responsible for any loss or damage to any merchandise or display accessories.

RELEASE

In consideration for Ayla's leasing the exhibitor the table, and the opportunity to be a vendor at the Bead Show, the exhibitor, by his or her signature on the application attached hereto, hereby agrees and understands that:

(1) neither Ayla's, the show site nor the agents of either shall be held liable for any damages, injuries, or loss of goodwill because of weather conditions, accidents, casualties, strikes, acts of God, electrical or mechanical malfunction, reduced attendance or any other cause;

(2) s/he shall not lease their space or any portion to another or otherwise assign their space; and

(3) s/he agrees to indemnify, defend and hold the aforementioned parties harmless from any claim, damage or liability, which may be brought against him, her or it, including attorney's fees, for any matter, incident or transaction relating to the Bead Show.

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Name: _____
Company Name: _____
Address: _____
City/State/Zip: _____
Work Phone: _____
Cell Phone: _____
E-mail: _____ Fax: _____
Web Address: _____
Description of Items for Sale:

Show Postcard Distribution: _____
(IMPORTANT! Most attendees come by way of these postcards.)

Date: _____
of tables requested: _____ # of chairs requested: _____
1st table before 10/10/10 \$215 x _____ = _____
1st table after 10/10/10 \$235 x _____ = _____
Additional tables \$195 x _____ = _____
of tables requiring electricity (2 plugs per table): _____
Electricity \$ 20 x _____ = _____
TOTAL AMOUNT = _____

Special Requests: _____

I AGREE TO COMPLY WITH ALL TERMS, RULES AND STANDARDS RELATING TO THIS EVENT, INCLUDING BUT NOT LIMITED TO THOSE SET FORTH IN THE VENDOR APPLICATION TERMS ATTACHED HERETO.

Please make checks payable to "Ayla's Originals" or pay by credit card:

Credit card (Visa or MC): _____ - _____ - _____ - _____

Expiration: _____ 3 digit code on back: _____

Signature _____

Date _____