

Healing Body and Spirit Expo 2015 Psychic Fair

Saturday March 28th 10:00- 8:00

Sunday March 29th 10:00-5:00

Radisson Plaza Hotel & Suites

100 W Michigan Avenue, Kalamazoo, MI 49007

(Kalamazoo is 1/2 way between Detroit & Chicago on I-94)

"Sponsored by World of One"

Exhibitors contact information... Print please!!

Name: _____ **Cell phone:** _____

Company: _____ **Home phone:** _____

Address: _____

City, State, Zip _____

Website: _____ **Email:** _____

Booth Info (all booths 10 X 10) sharing booth add \$30 Included is 8ft table,
2 padded chairs, wifi, {3 day parking pass one per booth,} 2 name badges
Pedestal round tables available for readers (instead of 8 ft table) Yes/No
Electricity after (3/20/15 \$50.00)
Extra table ~
Extra chair ~ we will give you an extra for free
Advertising ~ listed on page 2
End Cap
Extra Parking Pass (\$5.00 per day)

COST	QTY.	TOTAL
\$300.00		
\$40.00		
\$10.00		
\$45.00		
\$5.00		

Booth Space Total _____
Advertising Total Next Page _____
Grand Total \$ _____

A nonrefundable \$100 deposit will guarantee your space for this event.
All payments/deposits for booths are nonrefundable once approved!!
We are investing your payments as we receive it for advertising and to pay for the room deposit.

The undersigned hereby agrees to adhere to all terms and conditions listed for booth rental agreement
Applications are not accepted unless signed and dated below

Signature: _____ **Date:** _____

Visa/MasterCard _____ exp _____ sec code _____ zip code _____

Make checks payable and mail application
TO: Beverly Stephan, 2013 Romence Rd, Portage, MI 49024-4175

Beverly & John Stephan 269.329.7476 cell 269.903.6624 ~ healingbodyandspirit@yahoo.com

Name of business & brief description for website exhibitor page (300 characters including spaces for description)

We will be adding your website link on our exhibitor page; this is separate from your 300 words/spaces.

We are happy to post a picture along with the above info on website. Upload in a (jpeg) format to healingbodyandspirit@yahoo.com

Website _____ Email _____

Would you like to donate an item for the raffle _____

Would you like to be a Speaker? Yes _____ limited to 30 minutes including questions and answers

If yes please briefly describe your topic

What will you be selling/products/services from your booth. Please be specific

We don't want to be saturated in any areas, if it's not listed you will not be able to sell or service.

Advertising Opportunities

Get more exposure for your business the weekend of the expo. Must be emailed to healingbodyandspirit@yahoo.com

Send as a PDF or jpeg format. The deadline for advertising (3/1/2015) to be in the program.

\$45 _____

Business card ad

\$45 _____

List your Business in our program (Up to 3 lines)

Name of Company _____

Website or address _____

Phone or email _____

\$70 _____

$\frac{1}{2}$ page Ad

"Add advertising cost to the front page of the contract"

Booth Rental Agreement

All exhibitors must keep their booth clean and attractive, no boxes showing; make your space your store front.

Candles, incense and sage burning will not be permitted. Many people are allergic...

Healing body and spirit expo will not be responsible for lost or stolen items during show hours. The room will be locked and secured at night.

No signs are allowed to be hung, taped or pinned on the walls. The Kalamazoo room is beautiful, carpeted and chandeliers hang throughout the room. Bring standup signage. There will be no pipe and draping at this event.

Bring your own table covering, electrical strip and extension cords if you ordered electric. Price increases after 3/20/15 to \$50 for electricity after deadline.

There are 3 restaurants providing food at the Radisson from café, pub style to upscale food. Their regulations state all food needs to be purchased from them. We hope to have salad/sandwiches available in their coffee shop.

You are allowed to solicit from inside your booth only. Please do not step into the aisle ways to promote yourself. We will have a table for promoting your booth in the lobby. Be respectful, friendly and kind to your neighbors.

All exhibitors are considered independent contractors all necessary permits, licenses, insurance, credentials and taxes are the sole responsibility of the participants.

Sharing a booth is permitted with prior approval only, added fee of \$30.00 ~ sharing exhibitor fill out a separate contract completely. Include specifically what you are selling or servicing.

Sub-letting of your booth is not permitted without the permission of the promoter.

A nonrefundable \$100 deposit will hold your space for this event.

All payments and deposits for booths are nonrefundable once approved!! We are investing your payments as we receive them for advertising and room rental.

Speakers can view day and time of their seminar 3 weeks prior on the website. There is not a guarantee you will be a speaker if the topic is similar to another speaker.

The Radisson is a nonsmoking facility, smoke in the designated areas outside.

Each exhibitor must display pricing clearly at their booth. A minimum charge for readings is \$20.00 for 15 minutes.

Any special booth requests please let us know on a separate piece of paper along with your application. We will do our best.

Make a copy of your contract before sending it in. Keep the rules and regulations for this show.

The Healing Body and Spirit expo and management assume no risk. By acceptance of this agreement the exhibitor agrees to hold harmless Beverly and John Stephan and Ms Margo which releases us from any and all liability for damage, injury, or loss to any person, property, or goods which may arise during or as a result of this event.

You will receive your parking passes, name badges and booth package at the time of check in. Park in the valet area and come into the entrance door to check in first, prior to unloading. We will be right inside the door.

This is a spiritual expo please refrain from any unnecessary drama, complaining /comments which will affect the energy of the show. We want this to be a positive experience. We have the right to ask you to leave if you bring negativity to any aspect of the expo. Your payment for this event would be forfeited. Love what you do, do what you love...

**The continued success of our expo is dependent on the quality of the experience our guests will receive from all vendors and in particularly with readers and healers. We want guests to leave healthy, happy and hopeful. A satisfied client will spread the word about their positive experience and return next year.
Live light, Spread light, Be light...**

**Set up time Friday March 27th 2:00-7:00,
Saturday set up 7:00am-9:00am. All booths are to be set up and ready by 9:30 on Saturday March 28th.
Sunday doors open for vendors at 9:00am.
Show hours Saturday March 28 10:00-8:00, Sunday March 29 10:00-5:00.**

**Pull up to the circular driveway of the Radisson and the valets will guide you to where to unload. Please pick up your packets at the front entrance before unloading.
When unloading please move your car {quickly} before setting up.**

The Radisson is experienced in loading and unloading having done many expos and are good at getting you in and out.

**Healing Body and Spirit Expo
Radisson Plaza Hotel & Suites, 100 W Michigan Avenue, Kalamazoo, MI 49007 ‘**

“Important” read the booth agreement, sign the front of the contract and mail with check or credit to: Beverly Stephan 2013 Romence Rd, Portage, MI 49024

Beverly & John Stephan 269.329.7476 cell 269.903.6624

**Email: healingbodyandspirit@yahoo.com
Website: www.healingbodyandspirit.com**