

LUBBOCK *bridal showcase*

Thank you for your interest in becoming an Exhibitor at the 2020 Lubbock Bridal Showcase!

Please return the following signed contract to Showcase Productions before the date of the bridal showcase. You may return it by any of the following methods:

<p>Print, Sign, Mail:</p> <p>Showcase Productions 3226 87th Street Lubbock, TX 79423</p>	<p>Print, Sign, Scan, Email:</p> <p>After printing and signing the contract, scan it and email the file to:</p> <p><u>showcaseproduction@att.net</u></p>
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Please contact Tammy at 806-781-6299 if you have any questions.

2020 Lubbock Bridal Showcase Exhibitor Contract

1. _____, herein referred to as the Exhibitor, agrees to lease space for the 2020 Bridal Showcase, (sponsored by Showcase Productions, herein referred to as the producer), January 19th, 2020, in the Lubbock Civic Center.
2. You may only promote producer approved products or services for your business listed. You may not sublet or apportion space to anyone else, **nor promote the interest of any other company not in the show... no flower arrangements, no cookies, no business cards etc.**

3. Booth size is a 10 X 10 foot area. One booth, one table (8' rectangle or round), two chairs and a sign with the Exhibitor's name will be provided. **Extra tables and different draping are available to rent through Grady Henley Decorating.**

4. This application for exhibit space, signed by the exhibitor and returned with payment, shall upon acceptance constitute a valid and binding contract. No refunds shall be given once payment is made.

5. Each exhibitor agrees to supply a gift certificate for the Grand Prize (\$100.00 minimum retail value- **not to be attached to products or services**). **This must be a gift, not a coupon for services.**

6. Exhibitors must be completely set up one hour before the doors open at 12:30 p.m. Booth must be staffed thirty minutes prior to the opening of the doors and during show hours. Exhibitors are expected to staff their booths from 12:00 p.m. - 4:00 p.m. Exhibitor shall be responsible for the delivery, handling, set up and removal of display. Exhibitor can set up early from 3:00 p.m. to 9:00 p.m. on Saturday, January 18th, 2020 and from 8:00 a.m to 11:00 a.m. on Sunday, January 19th, 2020. Booths must be dismantled between 4:15 p.m. to 6:30 p.m. on Sunday, January 19th, 2020. All Exhibitors must be out of the Civic Center Exhibit Hall by 7:00 p.m. No one will be allowed to bring any setup items in after 11:00 a.m. All doors will be closed and locked at 11:00 a.m.

7. Nothing shall be nailed, stapled, taped or otherwise affixed to the walls, or any part of the exhibition area. All pertinent City, State, and Federal safety and fire codes, law ordinances and regulations pertaining to health, fire, prevention and fire safety shall be strictly observed. No open flame candles. If you need electrical service, please be sure to bring extension cord and duct tape in case you are not close to an outlet.

8. Showcase Productions can not and does not insure against loss or damage of property in the exhibit hall area or in transportation to and from the exhibit

area. Exhibitor agrees to protect, indemnify and hold harmless the Promoter and the City of Lubbock, from any and all liability, loss, damage or expense by reason of injury sustained by any persons or property loss which occurs in or about the facility by the Exhibitor or his/her employees during move-in, move-out or during exhibition hours.

9. When acts of God, strikes, work stoppages, or any other cause not within the control of the Producer makes it impossible for the Exhibitor or any of his materials to occupy the show premises or the show fails to happen, then in such case, Showcase Productions, its officers and employees are jointly released from any and all claims which may arise in consequences thereof.

10. It is the obligation of the Producer to provide a list of all brides registering to enter the show (within two weeks of the show). The list remains the property of the Producer and may not be sold or given away by the Exhibitor. By signing this contract, the Exhibitor agrees not to show, give or sell the list of brides previously mentioned to any person or entity and agrees to pay \$1,000.00 penalty for such abuse. This clause ensures the value of the list to the Exhibitor and protects the rights and privacy of the guests.

Hello Merchants,

We are so excited to present you with the **2020 Bridal Showcase** Merchant contract for the upcoming show on **January 19th, 2020**. We are pleased to report an attendance of almost 1,000 patrons and about 400 brides at the January 2019 Showcase. This January, we hope to make the show an even bigger success for your business.

Please note the following when filling out your contract:

Each booth is a 10' by 10' space with pipe and drape. Each merchant will have an 8' drape behind them and two 3' side drapes.

The Exhibit Hall map will be the exact same layout as last year... entrance on the south end as well as the exit. The Pedestrian Mall will also be the same layout as last year... booths will be on the south end of the Pedestrian Mall.

All 2019 participating merchants will be able to reserve the same booth space in the 2020 show until **September 15th**. After this time, we will allow new vendors to pick their booth spaces. (If you are a previous participant and would like to change booths, please let us know. We will honor previous merchant booth placement until **September 15th** but will do our best to place you in your first choice.)

The times of the show will be as follows: Expo portion will be from 12:30 p.m. to 4:00 p.m. in the **Exhibit Hall** and the Style Show will be held in the **Theater** again this year from 4:15 p.m. to 5:00 p.m.

We must ask each business to **stay inside your booths at all times**. The aisles are for patrons and we ask that you respect the businesses around you and stay inside your booth.

during the show. Also please refrain from “cutting through” your neighbor’s booth FOR ANY REASON... that is their space.

We will once again offer the option of **Tearoom Modeling** for Wedding Attire businesses.

The gift certificate amount for each business is \$100. The gift certificate must stand on its own and not be a coupon/discount. Acceptable options: A gift basket valued at \$100, a free frame and matte, one hour of rehearsal dinner music, free addressing of envelopes, etc... Unacceptable options: \$100 off a bridal portrait package, free groom’s tuxedo with the purchase of five groomsmen tuxedos, etc. Please let us know if you have any questions on this.

Tickets will be pre-sold starting at the end of November. Brides will have the opportunity to register early and receive a “fast pass” through the line on the day of the show to help expedite the registration process. We will also be adding more registration stations to make the line move even faster. We will also have the VIP Bride ticket option again this year. They will be allowed entrance from 12:30 p.m. to 1:00 p.m. on Sunday.

Every bride will receive a bag when she enters the Theater for the fashion show. Your information inserts (cards, pamphlets, coupons, etc.) can be placed in that bag for \$85. Please note this only includes ONE insert and is for the bags the brides will receive at the fashion show.

Please feel free to contact **Tammy at 806-781-6299** with any questions. We look forward to working with you at the **2020 Bridal Showcase!!**

Tammy and Jody Maxx
Showcase Productions