



JMS Productions Presents the 8th Annual Dearborn Women's Expo
Sunday, March 6, 2011 - 10 am to 5 pm
 at the Ford Community & Performing Arts Center, 15801 Michigan Ave, Dearborn MI 48126

Exhibitor Application and Agreement

Full Payment is Due with Application - Partial Payments are not accepted

Please mail completed application with check payable to: JMS Productions, 19112 Outer Drive, Dearborn MI 48128
Applications paid by credit card can be faxed to us at: 313.406.6101
This is your receipt . . . Please Keep a Copy for Your Records

Your Name: _____
Street Address: _____
City, St, Zip _____
Telephone: _____ **Cell Phone:** _____
Email: _____
Your Company Name: _____

Product/Service Description- we do not permit "booth sharing" - only one business per booth - multiple "workers" permitted:
Note: If you do not include a description of the product or service it cannot be displayed.

BOOTH PRICING: Please Make Checks Payable to: JMS Productions

	Received By 12-31-10	Received After 12-31-10	
<input type="checkbox"/> Wall Booth Rental	\$225.00	\$275.00	Your space is along one of the three walls. Includes 8 foot table, two chairs, table covering, 2 lunches & wireless Internet. Approx. 9ft wide by 10 ft deep
<input type="checkbox"/> Interior Booth Rental	\$200.00	\$250.00	Your space is in one of the 6 interior rows. Includes 8 foot table, two chairs, table covering, 2 lunches & wireless Internet. Approx. 9ft wide by 8 ft deep
OPTIONAL PRODUCTS/SERVICES:			
<input type="checkbox"/> Basic Advertising	\$100.00		<i>(Add advertising to your Expo experience by having a link on our web site to your site).</i>
<input type="checkbox"/> Premium Advertising	\$200.00		<i>Add advertising to your Expo experience by having a link on our web site to your site and inclusion of your company name on our printed advertising except lawn signs)</i>
<input type="checkbox"/> Additional Lunches	\$10 each		<p align="center">Advertising in Guest Bags</p> <p align="center">Create a Marketing Flier or Promotional Product or Brochure Deliver 250 copies of your flier or promotional product or brochure by February 20, 2011 Note - this agreement is limited to only 50 advertisers If you are an exhibitor, a non-exhibitor from your company is not permitted to advertise in our guest bags.</p>
<input type="checkbox"/> Additional Table to placed within existing booth space	\$35.00		
<input type="checkbox"/> Optional Electrical	\$25.00		
TOTAL ENCLOSED			
		<input type="checkbox"/> \$25 - Your flier consisting of any size <i>single</i> sheet of paper that can have printing on both sides.	<input type="checkbox"/> \$50 - Your promotional product or brochure. A promotional product can be a calendar, pen, key chain, drink cozy or other trinket containing with your printed company information.

PAYMENT INFORMATION:

<p>Credit Card Payments: We accept Visa, Mastercard, Discover or American Express via our web site: www.showforwomen.com. You'll find the link on the 'Exhibitor Info' page. It will take you through the process of paying by PayPal.</p> <p>Please Make Checks Payable to: JMS Productions</p>	<p align="center"><i>Please make a copy of this agreement for your records.</i></p> <p align="center">JMS Productions or Dbn Wm Expo will show up on your credit card statement Please be sure you do not dispute this charge otherwise, a chargeback fee of \$25 will be accessed.</p> <p align="center">Please mail completed applications with payment to: JMS Productions, 19112 Outer Drive, Dearborn MI 48128.</p> <p align="center">Paying by credit card? It must be done via our web site at www.showforwomen.com.</p> <p align="center">DO NOT DROP OR MAIL YOUR APPLICATION TO THE FORD COMMUNITY & PERFORMING ARTS CENTER.</p> <p align="center">JMS PRODUCTIONS & THE DEARBORN WOMEN'S EXPO ARE RENTING THE DOME ROOM, HOWEVER FCPAC CANNOT ACCEPT EXHIBITOR APPLICATION</p>
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There is only **ONE** exhibit per company. All applications are accepted on a first come basis. Any businesses that are unable to secure a space, will have their payments returned back to them with an explanation.

This is a business expo and not a craft show. Please take this into consideration when deciding to exhibit. Our focus for our exhibitors is to grow your clientele and/or business. No promises or guarantees are made in regards to networking, referrals, leads, sales, profits, and so forth. You may sell products in your booth in compliance with your company's policies.

SETUP: Set-up will begin at **7:00 a.m. on March 6, 2011 and must be completed by 9:30 a.m.** Any exhibitor who has not arrived by 9:30 a.m. will lose their booth space. We maintain a wait list and we will begin calling those on our wait list to fill any no-show booth spaces.

Booth fees will be used for the Expo's expenses including, but not limited to: Booth Rental, Advertising and Promotional Items.

Since we are charging admission, there will be **no early breakdown of exhibitor space**. Attendees deserve the chance to see every exhibitor's display. If you breakdown early, you will not be invited back to future events. **IF YOU DO NOT INTEND TO BE SETUP FOR THE ENTIRE SHOW, DO NOT BUY A BOOTH SPACE.**

There will be **NO REFUNDS** once your application has been received and approved. **Be sure to include your email address. Confirmation will be sent by the Dearborn Women's Expo via email as much as possible. Registration info will be sent one month prior to the event.**

Table assignments will be provided on the day of the event as you unload. In the event of a show cancellation, monies will be returned minus any incurred expenses.

Exhibitor shall indemnify and hold harmless the Ford Community & Performing Arts Center and JMS Productions and its affiliates, agents, and employees from and against any and all claims, losses, actions, damages, expenses and all other liabilities, including but not limited to reasonable attorneys fees. **Exhibitor is responsible for determining if they need liability insurance and obtaining it with their insurance agent.**

This is a **FAMILY-oriented event** and businesses will be chosen accordingly. There will be children and strollers present, please take that into consideration when deciding on participation. All Exhibitors must conduct themselves with honesty, professionalism and exceptional business ethics. All business presentations and booth set-up shall be deemed "family-oriented" – Adult-oriented products and services may not be displayed.

FOOD SAMPLES: Those exhibitors giving out food samples should hand them to attendees in cups or containers. If a product sampling is in a bowl, exhibitor should have a spoon to dish out individual servings.

Alcohol: Serving alcohol is not permitted.

Subleasing is not permitted. A full description of the type of business conducted in the space must be disclosed at the time the contract is submitted.

This agreement shall be governed by all applicable laws within the State of Michigan. This agreement shall not be modified without written consent by JMS Productions.

After reading the above agreement, I agree to the terms and fees with my signature below:

Signature

Date

Please make a copy of this agreement for your records.

Expo Questions should be addressed to us at dbnwe2004@yahoo.com.

Please visit the web site: www.showforwomen.com.

If urgent, you may contact us at: 313.586.7481.

DO NOT DROP OR MAIL YOUR APPLICATION TO THE FORD COMMUNITY & PERFORMING ARTS CENTER. THE CENTER IS THE VENUE SITE, HOWEVER, THEY HAVE NO RESPONSIBILITY FOR THE EVENT.

Please mail completed applications with payment to: JMS Productions, 19112 Outer Drive, Dearborn MI 48128.

Please make checks payable to JMS Productions

Exhibitor is responsible for a \$35 administrative fee for any non-sufficient fund incidents

For those paying by credit card you may fax your completed application to: 313.406.6101

CREDIT CARD PAYMENTS:

JMS Productions will show up on your credit card statement.

Please be sure you do not dispute this charge otherwise a \$25 chargeback fee will be assessed.