

Michigan Wedding Planner
Proudly Presents our:

2010 Spring Bridal Expo

Hosted at the Grand Traverse Resort & Spa

This agreement made on _____ (date), by and between the Michigan Wedding Planner Bridal Expo and _____ (your company), hereinafter called the Exhibitor.

Whereas, the Michigan Wedding Planner is sponsoring a Bridal Expo at the Grand Traverse Resort & Spa in which the Exhibitor desires to rent space for an exhibit.

In consideration of the mutual promises contained herein, the parties agree as follows:

1. The Michigan Wedding Planner is sponsoring a "Spring Bridal Expo" occurring on **Sunday, January 31, 2010 from 10:00 am to 4:30 pm** at the Grand Traverse Resort & Spa Governors' Hall. Advertisement for the show will include but is not limited to posters, flyers, newspapers, radio ads, television commercials, Grand Traverse Woman's Magazine, publicity on www.michiganweddingplanner.com and an email campaign.
2. The Michigan Wedding Planner shall provide a skirted table for display of _____ (your goods/services). Each table will be fitted with linen and a skirt. Promotion or advertisement of any business, other than the one described above is prohibited.
3. The Michigan Wedding Planner shall provide a printed program listing of all exhibitors and distribute it to all brides attending the showcase.
4. The exhibitor shall pay the Michigan Wedding Planner* a total of \$400.00 (\$350 if a Michigan Wedding Planner Member) for a 10'x7' single booth or \$750.00 for a 20'x7' double booth (\$700.00 if a Michigan Wedding Planner Member) for a double booth before 12/31/09; **\$150.00 will be due upon execution of this agreement to confirm the space reservation.** The reservation fee is non-refundable. If sums are not paid as due, the Michigan Wedding Planner is not obligated to provide the exhibitor space or to comply with any of the other terms or conditions of this agreement. The exhibitor shall, however, be obligated for the entire amount due. Location of exhibit space is available on a first come, first served basis.
5. The exhibitor shall provide a tangible door prize with a "minimum" fair market value of \$50.00 to be awarded to persons attending the showcase as randomly drawn or otherwise selected by the Michigan Wedding Planner. The attached gift information form is due to the Michigan Wedding Planner sales office before or by January 1, 2010 so that the information may be used in advertisements for the event.
6. For a \$25.00 insertion fee, you may provide literature to be placed in the welcome bags that will be given to each bride upon arrival. This is an excellent opportunity to ensure exposure to all brides attending the show. Examples of item can include pens, notepads, trinkets, magnets, business cards, discount coupons, etc. Please provide a quantity of 200 of your item to be placed in the bags no later than January 10, 2010.
7. If so desired, the Governors' Hall will be available for setup the night before the event, Saturday, January 30th, 2010 after 5:00 pm. The exhibitor may also setup the morning of the event, however, your setup must be completed by 9:00 am. The exhibitor shall provide a tasteful display, between the hours of **9:00 am and 4:30 pm** on Sunday, January 31st, 2010. The exhibitor will abide by the sound restrictions as dictated by the Michigan Wedding Planner and the Grand Traverse Resort and Spa. The company chosen to provide sound for the show will have priority; all other vendors will keep their sound confined to their individual booth space. The exhibitor shall provide an attendant at its display between the hours of **10:00 am and 4:30 pm**.

8. The Michigan Wedding Planner assumes no liability for any loss or damage to the exhibitors' personal property or for any personal injury to the exhibitors' personnel.
9. A sign will be placed on your booth. Vendors may use this sign for the show or bring in their own sign.
10. The within and foregoing agreement may not be terminated by the exhibitor for any cause.
11. The written and foregoing agreement contains the entire agreement of the parties and may not be modified except by written agreement of both parties.

Single booth Double booth Electricity (\$45 for a 4 outlet plug) Bag insertion (\$25)

Business Name _____

Address: _____

Phone: _____

Email Address: _____

Booth locations will be offered to vendors in the order of reservation payments received.

I have read and agree to the above stated conditions:

Name and Title _____

Signature _____

BOOTH SIGN TO READ:

(Please note: This is exactly how the signage for your booth will be displayed. Please write clearly. This information must be completed in order to submit this contract.)

***Please make checks payable to:**

Media Production Services LLC
PO Box 5917
Traverse City, MI 49686

Or lock in your booth selection position now by paying with a credit card by visiting:

www.MichiganWeddingPlanner.com/show and click the register button.

The 2010 Bridal Expo

Presented by the Michigan Wedding Planner

Sunday, January 31, 2010

Gift Information Form

Each exhibitor shall provide a tangible door prize with a minimum fair market value of \$50.00 to be awarded to persons attending the Expo as randomly drawn or otherwise selected by the Michigan Wedding Planner. The prize should be something that the person can walk away with that day that does not necessitate them to contract you for your goods or services (ex: Please do not provide a certificate for money off your particular service). Please complete and return this form to the Michigan Wedding Planner sales office* before or by January 1, 2010 so that the information may be used in advertisements for the event. Please contact us if you have any further questions.

Vendor name: _____

Contact Name: _____ Contact Phone: _____

Vendor Category: Attire for Brides Attire for Grooms Bachelor & Bachelorette Party
 Beverage Services Bridal Shower Cakes Candles, Decorations & Invitations
 Caterers Ceremony Services Chocolate Fountains Coordinators Florists
 Gifts & Jewelry Hotel & Lodging Ice Sculptures Just Married Music & DJs
 Photography Receptions Rehearsal Dinner Rentals Salons & Spas
 Transportation Travel & Honeymoon Video & Audio Services

Giveaway Description: _____

Giveaway Value: \$ _____

* Please mail form to: Media Production Services
P.O. Box 5917
Traverse City, MI 49686

You may email to megan@mpsmail.net

FOR INTERNAL USE ONLY: Vendor Booth #: _____