



EXHIBITOR APPLICATION

Body Mind Spirit Holistic Festival at: Unity of Livonia
28660 Five Mile Road, Livonia, 734 421-1760
Sat., Oct. 3, 2020 - 10 am to 5 pm

STEP 1: EXHIBITOR COMPANY INFORMATION

Company Name _____ Ph: _____
Contact Person _____ E-mail _____
Address _____ City _____ State _____ Zip _____
Website: _____ Facebook Page: _____

STEP 2: EXHIBITOR DETAILS

Please list all products, services & activities in your exhibit and any special requests regarding your space:

Primary product or service: _____

Additional products or services: _____

STEP 2: SPACE SELECTION AND ADDITIONAL OPTIONS

6' x 8' space, 2 chairs, NO table. \$ 125.00 \$ _____
6 foot table. \$ 10.00 \$ _____
Electricity \$ 25.00 \$ _____

Total Due With Application \$ _____
(All registrations & Payment due by August 13th)

Note: Bring your own table covers, skirting and extension cords. If you did not rent a table above, none will be provided.

STEP 3: PAYMENT INFORMATION

Full Payment (required to reserve space, non-refundable) Please Check Payment Method:
 Check (payable to Unity of Livonia) MasterCard Visa ONLINE: unityoflivonia.org
Account # _____ Exp. Date _____ 3 Digit code _____

Billing ZIP Code. Must also have name and address of card holder if different from above.

Signature of Card Holder (card holder must sign and date here.) _____ Date _____

STEP 4: SUBMIT (Sign and date Page 2 of application & mail with payment)

Please sign and date the back side of the application and mail with your payment to
Unity of Livonia
28660 5 Mile Road, Livonia, MI 48154
Or Apply ONLINE: www.UnityBodyMindSpiritFestival.com
call 734-421-1760 or email festival@unityoflivonia.org

Exhibitor Contract and Rules & Regulations

1. EXHIBIT SPACE: The rental fee for exhibit space, which is designated on the attached form includes, 2 chairs, and 2 admissions unless otherwise specified. Tables and electricity, are available at a nominal fee as noted on the application. The exhibitor is responsible for all other costs associated with exhibiting. Written permission must be given if an exhibitor plans to install a completely constructed display. We reserve the right to deny exhibit space at any time & limit types of exhibitors.
2. PAYMENT TERMS: Full amount must accompany this signed application. Credit card payment will be processed when received.
3. SPACE ASSIGNMENT: Table assignments will be made in the order that paid applications are received. Phone applications will be accepted with credit card payment. Online applications can be made with PayPal payment. We will make every effort to place exhibitors in their preferred location. The festival organizers reserve the right to change location assignments at any time.
4. EXHIBIT HOURS: The exhibit area will be open from 10:00 a.m. to 5:00 p.m. for the general public. The area will be open to Exhibitors from 8:00 a.m. to 6:00 p.m. Your exhibit must be staffed by you or your representative throughout the festival hours.
5. INSTALLATION AND DISMANTLING: All displays must be in place and set up by the time of the official opening of the show. Space not occupied or set up by that time will be reassigned for other purposes. **No exhibits shall be dismantled before the official closing time of the show.** Installation of exhibits may occur from 8:00 a.m. – 10:00 a.m. on the date of the festival. All exhibits must be dismantled no later than 6:00 p.m. on the same day. Any exhibits not dismantled by that date and time will become the property of Unity of Livonia and will and be dismantled and removed at the expense of Exhibitor.
6. POSITIONING OF EQUIPMENT, SIGNS, ETC: Exhibitor must display its exhibits so as not to obstruct the general view or to hide other exhibitors or block aisles.
7. PROTECTION OF THE FACILITY: Nothing shall be posted on or tacked, nailed, screwed, taped or otherwise attached to columns, walls, floors, or other parts of the facility. Packing, unpacking, and assembly of exhibits shall be done only in designated areas and in conformity with the directions of the Festival Committee. Exhibitors will be required to meet the cost of restitution for any damage to the floors, walls, structures, or the facility.
8. DISTRIBUTION OF PRINTED MATTER, ETC.: Neither exhibitors nor non-exhibitors shall distribute printed matter, samples, souvenirs, etc. except from within rented spaces. Special distribution of such matter elsewhere must be approved in advance by the Festival Committee.
9. USE OF SPACE: No exhibitor shall permit any other person(s) or company(s) to use the space allotted to them, nor shall you display items not manufactured or normally sold by yourself. Requests for co-participation by any other person or company in space assigned to the original applicant must be made in writing to Festival Committee and accompanied by a separate application.
10. FAILURE TO OCCUPY SPACE: Exhibitor failing to occupy space which has been contracted is not relieved of the obligation of paying for such space at the full rental price, and the Festival Committee shall have the right to use such space as it sees fit to eliminate empty space in the exhibit hall, provided such booth space is not occupied by ½ hour before the official show opening.
11. TAXES AND LICENSES: Exhibitor shall be responsible for obtaining any licenses, permits, or approvals required under local or state law applicable to their activity at the festival. Exhibitor shall be responsible for obtaining any tax identification numbers and paying all taxes, license fees or other charges that shall become due to any governmental authority in connection with exhibitor's activities at the Festival.
12. LIABILITY INSURANCE: Golden Galleries, Body Mind Spirit Guide and Unity of Livonia will not be responsible for the safety of exhibitor's property. Exhibitor is advised to consult its insurance broker for proper coverage.
13. LIMITATION OF LIABILITY: (hold harmless clause) Exhibitor assumes the entire responsibility and hereby agrees to protect, indemnify, defend, and hold the Body Mind Spirit Guide, Golden Galleries and, Unity of Livonia, and its employees, volunteers and agents harmless against all claims, losses, and damages to persons or property, governmental charges or fines and attorney fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy, or use of the exhibition premises or a part there-of, excluding any such liability caused by the sole negligence of the Facility, its employees and agents.
14. CONTRACT ACCEPTANCES: This Contract will be effective after it has been signed by Exhibitor and accepted by the Festival Committee. In the event you are not accepted, your payment will be returned to you. In the rare event of fire, strikes or other circumstances beyond our control, we will not refund payment.
15. CANCELLATION POLICY: Exhibitors may cancel this agreement by written notice to the organizers prior to August 31st. If a cancellation is necessary, we will refund the fee paid less a 50% cancellation fee. No refunds will be made on cancellations made after August 31st.
16. AGREEMENT TO CONDITIONS: Each exhibitor and his employees agree to abide by these conditions, it being understood and agreed that the sole control of the exhibit hall rests with the Festival Committee.
17. AMENDMENTS: The organizers shall have authority to interpret and enforce all rules and regulations contained herein, and to make any amendments and further rules as shall be necessary for the orderly conduct of the exhibition.

Exhibitor Signature

Date