



# **2012 You Go Girl! Health & Fitness Expo - Vendor Application -**

**The Courtyard Marriott Cascade Ballroom  
Saturday, September 15th  
10 am – 7 pm**

**\* Reach thousands of health & fitness enthusiasts \***  
All entrants must pass through the Expo to pick up their race packet and t-shirts.

### **Booth Space**

Booth spaces sizes are 10'x10' or 10'x20' (2 booths together).  
Each booth is equipped with display tables. Vendors are responsible for providing all other display necessities.

### **Booth Selection**

Booths will be assigned on a first-come, first-serve basis.  
Please be sure to provide your booth location preferences (see ballroom layout on next page) on the registration form, and the best efforts will be made to ensure your top selection.

### **Booth Cost**

Each 10x10 booth space costs \$250. Vendors are allowed to purchase more than one booth space, if available.

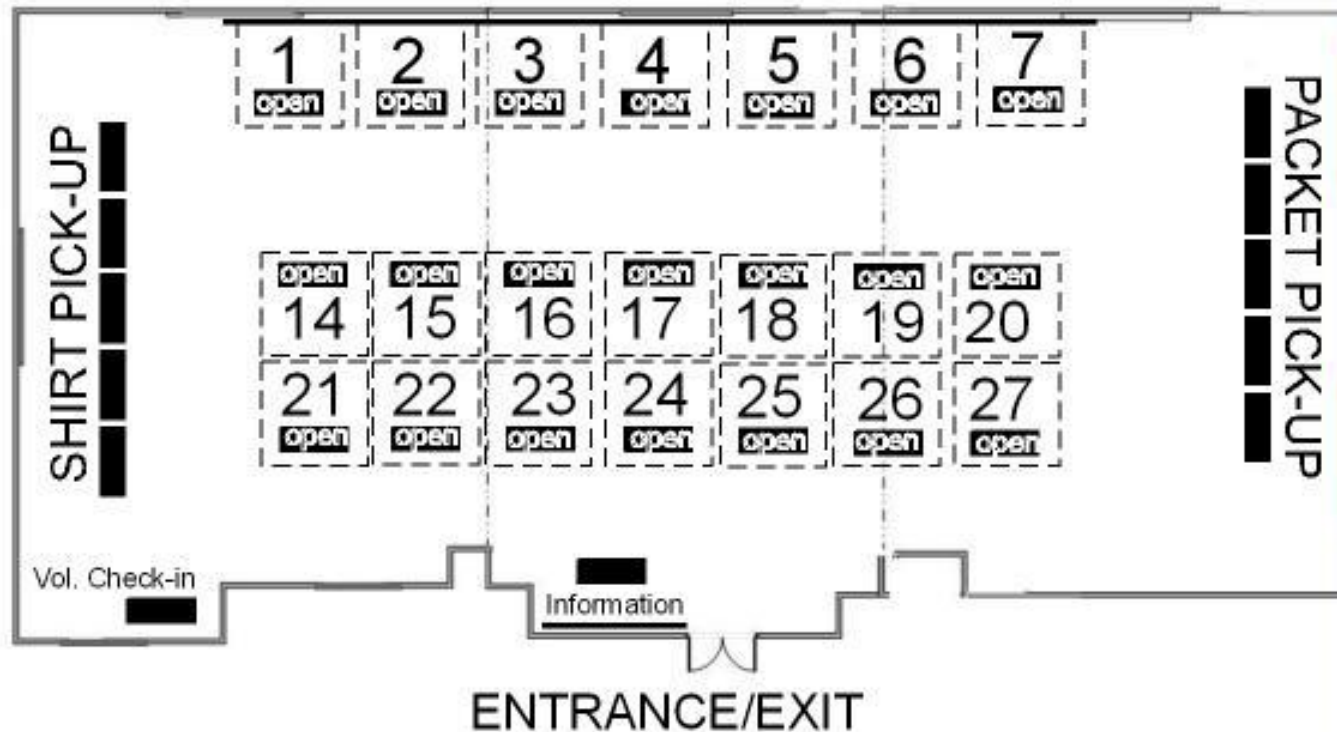
### **Move-in**

Vendors will receive specific move-in information and schedules by September 7, 2012. All vendors must be set up by 9:30 am, Saturday, September 15th.  
\* Note: Although the ballroom's main doors will be locked, vendors are responsible for their own off hours security.

# Marriot Courtyard Tacoma

## Cascade Ballroom

■ = Display table



\* Each booth is equipped with a 6 foot display table, two chairs, and 8 foot drape behind (for hanging signage). Power and WiFi are also supplied.



## Exhibitor Terms & Conditions

The 2012 You Go Girl! Health & Fitness Expo (hereafter called the Management) and the exhibitor agree that all displays will be fully set up by 9:30 a.m, Saturday, September 15th. No packing crates of any type may be brought into or out of the Courtyard Marriott Ballroom (site of the Expo) during the Expo hours.

The exhibitor agrees to have his/her booth open and staffed during the show hours.

The exhibitor agrees that displays will not visually or physically disturb aisles or adjacent exhibitors.

The exhibitor agrees to conform to all Tacoma Fire Department Rules and Regulations and those of the Courtyard Marriott.

The exhibitor agrees not to sublet space or exhibit any merchandise other than that specified on the front of this contract without permission from Management.

The exhibitor agrees that space assignments may be changed by Management. Every effort will be made by Management not to change space assignments.

The exhibitor agrees that electrical wiring or installation shall be done only by the electrical contractor approved by the Management.

The exhibitor agrees that all booth materials, literature/products, etc. shall be removed from the Exhibition Hall by 10 PM, Saturday, September 15, 2012. Items not removed will be moved at the expense of the exhibitor. Storage charges for exhibitor's materials will be paid for by the exhibitor.

The exhibitor agrees that no refunds will be made to any exhibitor who fails to occupy his/her space.

The exhibitor agrees that violation of Terms and Conditions may result in forfeiture of space. Refunding of fees is at the sole discretion of the Management.

The exhibitor agrees that the Management reserves the right to reject or restrict any exhibit.

The exhibitor agrees not to make any undue noise or odor, use bright or hazardous lights, cause damage to the building or booth equipment or act in any manner deemed inappropriate by Management.

The exhibitor agrees that no exhibitor shall have authority to incur costs or liability against the Tacoma City Marathon Association or the Courtyard Marriott.

The exhibitor shall be liable for all damage which he/she may cause to the building, or otherwise in connection with her/her exhibit.

The exhibitor agrees that the serving of alcoholic beverages by exhibitor is prohibited.

The exhibitor agrees to carry the necessary workman's comprehensive general liability insurance and any other insurance required by the State of Washington. A Certificate of Insurance may be required to be shown.

The exhibitor agrees to assume all responsibility for loss, theft, or destruction of goods or for personal injuries to himself/herself, his/her employees, agents, representatives, or visitors, and will save harmless the Tacoma City Marathon Association from any and all liability in connection with any and all of the above.

The exhibitor assumes the entire responsibility and liability for losses, damage, and claims arising out of injury to persons or damage to exhibitor's displays, equipment, or other property brought upon the premises of the Courtyard Marriott and agrees to indemnify, defend and hold harmless to group, the Courtyard Marriott, and its owners, servants, agents, and employees against all claims or expenses for such losses, including reasonable attorney's fees, arising out of the use of the Courtyard Marriott premises excluding liability caused by the negligence of the group or the Courtyard Marriott or its owners, servants, agents, and employees.

The exhibitor understands that neither the management nor the Courtyard Marriott maintains insurance covering the exhibitor's property or lost revenue and it is the sole responsibility of the exhibitor to obtain such insurance.



**Please send this form with full payment to:**

Tacoma City Marathon Association  
 2661 N. Pearl St. #362  
 Tacoma, WA 98407

Contact Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City /State/ Zip: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

**(required – we will contact you to confirm your payment and application have been received within two weeks of receiving your application. Final move-in instructions will be sent on September 7, 2012)**

Check here if you will need a W9 from the Tacoma City Marathon Association. Once your application and payment has been received, a W9 will be sent.

Brief description of products to be sold or provided to expo participants:

\_\_\_\_\_  
 \_\_\_\_\_

Authorized Signature *(I have read, understand, and agree to all terms & conditions outlined for the 2012 You Go Girl! Expo)*

\_\_\_\_\_

Total Amount Enclosed: \_\_\_\_\_ Payment method:  Check  Credit Card (Visa/Master Card **ONLY** – circle one)

Credit Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Please reserve a total of \_\_\_\_\_ booth(s). Preferred Location (slot #) \_\_\_\_\_

Utility Requirements (included in booth price):  Power outlets  Extension Cord  Phone line  Wireless Internet

Would you like to provide a sample of your product (or product information) in the participant's race packet?  Yes\*  No

Would you like to provide a sample of your product to the race participants at the finish line?  Yes  No

Would you like to donate a certificate or product for a door prize drawing at the Expo?  Yes  No

\*If yes, the product (or product information) must be sent to the address above by Monday, September 10<sup>th</sup> in order to be added into the pre-assembled race packets. Price for packet insert is \$125 for the first 1000 inserts and 7 cents/insert after that.