

BEPC  
Conscious Wellness Expo  
Saturday, July 22, 2017



**Kent Commons**  
**525 Fourth Avenue N., Kent, WA 98042**  
**10:00 AM – 4:00 PM**

## VENDOR INFORMATION SHEET

**SUBMIT PAYMENT AND APPLICATION BY 01/31/17 AND RECEIVE \$25 OFF YOUR REGISTRATION**

**Date and Time:** Saturday, July 22, 2017. Doors open to the public at 10:00 AM and close at 4:00 PM.

**Registration:** The enclosed Application form (with Release & Indemnity Agreement) must be read, completed, signed and mailed to the BEPC address shown on the Application form, along with your registration fee. If you choose to use *PopMoney* (linked below) you can email your completed and signed application to [wwyom@yahoo.com](mailto:wwyom@yahoo.com). All applications are subject to approval by BEPC.

**Registration Fee:** \$125.00 Make check payable to: BEPC. You can also use this email address [wwyom@yahoo.com](mailto:wwyom@yahoo.com) with [www.popmoney.com](http://www.popmoney.com) for online payment.

**Booth Set-Up:** You may begin setting up your booth on Saturday, July 22, 2017 starting at 8:00 AM. Set-up must be completed by 9:30 AM Saturday. The room is well lighted and it is not necessary to bring extra lighting but, you may if you desire. Bring your own extension cord and Painters tape to keep the cord in place and prevent anyone from tripping over the cord. Please ensure your floor area is cleaned up at the end of the event. You will be responsible to any damage to chairs, tables and floor area in your booth. Please notify BEPC immediately of any damage to your booth space.

**Table Space:** Table space will consist of two 6 ft. X 2.5 ft. tables and 2 chairs. Due to the number of our participants, this space restriction will be enforced. Dividers, decorations, etc. are encouraged.

**Parking:** After unloading, please move your vehicle to the Regional Justice Center, courthouse parking lot. Please do not park in the Kent Commons parking lot. That is for your customers.

**Safety:** To ensure a safe (fire regulations) and healthy (allergies, etc.) for everyone, burning of incense, candles, or other related items, is prohibited. *No Exceptions, we appreciate your full cooperation.*

**Tear Down:** The Expo closes Saturday at 4:00 PM Booths must be dismantled prior to 5:00 PM. You will be responsible for a \$30 fee if you fail to be out of the facility by 5:00 PM.

**General Information:** You are expected to remain in your booth throughout the day, except for reasonable breaks. We are a non-profit 501C3 and use door prizes given by you to gift the public attending the event. You are expected to donate a door prize. It is a tool for you to promote your business and for us to collect data on attendance. Be prepared to donate a door prize the day of the event. Make sure your contact information is included.

**Cancellations:** Cancellations must be in writing and received by BEPC at least 14 days prior to the Expo for a full refund. Cancellations, in writing, received less than 14 days prior to the event, will incur a cancellation charge of 50% of the registration fee. The balance of the registration fee will be refunded by check. Absolutely no refunds will be provided 7 days prior to the Expo. If you choose not to participate on the day of the event, no refund will be provided. No exceptions.

### **Contact Information:**

Email [BEPCXPO@gmail.com](mailto:BEPCXPO@gmail.com) or BEPC Expo Event Coordinator Nancy Congleton, Ph. 253-630-9975, website: <http://www.bepcweb.org>

### **To register:**

- ◆ Complete this Application form and sign the Release and Indemnity Agreement
- ◆ Include your \$125.00 registration fee (make check payable to BEPC)
- ◆ Mail to: Wilfred Moy – BEPC, PO Box 60224, Renton, WA 98058 (up to 10 days prior to Expo).
- ◆ For online registration:
  - Use this email address [wwyom@yahoo.com](mailto:wwyom@yahoo.com) with [www.popmoney.com](http://www.popmoney.com)
  - email your completed and signed application to [wwyom@yahoo.com](mailto:wwyom@yahoo.com)

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**VENDOR APPLICATION**

**(PRINT LEGIBLY)**

**Business Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Applicant's Name:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**\*E-Mail Address (Required):** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_ **City, State, Zip:** \_\_\_\_\_

**Website URL:** \_\_\_\_\_

**Facebook:** \_\_\_\_\_

**Twitter:** \_\_\_\_\_

**Indicate Type of Service, and Product(s):** ( ) READER ( ) HEALER ( ) OTHER

**Tell us about the service you will be providing at the Expo. This information will be printed in the Expo Program Guide and website. (Program information is limited to 255 characters):**

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

**Please indicate 1st, 2nd, 3rd choice of booth location from the seating map:** \_\_\_\_\_

**Number of people in your booth:** \_\_\_\_\_ **Do you require electrical power? Yes / No** \_\_\_\_

**Please bring your own power extension cord. Bring room dividers if you need slight privacy from the booths on either side of yours. Booth décor is pleasing and encouraged.**

**NOTE: IF YOU ARE SHARING A BOOTH, PLEASE COMPLETE AN APPLICATION FOR EACH BUSINESS. LIMIT (2) PARTICIPANTS**

**Please indicate the total number of chairs that you require:** \_\_\_\_\_

**Would you like to have table cloths provided at no charge for your booth? Yes/No** \_\_\_\_\_

**Please note any special needs:** \_\_\_\_\_

**NOTE: YOU ARE RESPONSIBLE FOR FILLING OUT AN APPLICATION FOR EACH BUSINESS OCCUPYING A BOOTH (MAXIMUM OF 2). THANK YOU!**

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**RELEASE & INDEMNITY AGREEMENT**

I state that I wish to participate in the Expo, July 22, 2017, offered by the BEPC. In consideration for the right to participate in this BEPC event, I hereby release BEPC and its instructors and members from any and all liability claims and causes of actions arising out of or in any way connected with my participation in the BEPC Expo. I personally assume all risks in connection with this event and further agree to indemnify and hold harmless BEPC and its members and officers from all liability, claims and causes of action which I may have arising from my participation in this event.

The terms of this agreement will serve as a release and indemnity agreement for my heirs, personal representative, and for all members of my family, including any minors. I further state that I am eighteen (18) years of age or older and legally competent to sign this release that I understand these terms are contractual and not a mere recital, and that I have signed this document as my own free act.

I have fully informed myself and understand the contents of this release and indemnity by reading it before I signed it. I am responsible for the contents of this application.

I understand that I am responsible for any damage to floors, chairs, tables in the booth that I am occupying.

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**\*ALL BOOTH PARTICIPANTS MUST SIGN A RELEASE FORM\***

Print Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTE:** YOU ARE RESPONSIBLE FOR FILLING OUT AN APPLICATION AND PROVIDING A DOOR PRIZE FOR EACH BUSINESS OCCUPYING A BOOTH. THANK YOU!