

Wellness Expo Information



Expo Booth Price: \$25*

*If you do not have a City of Apache Junction business or operating license you must obtain a temporary special event license for \$15. For more information on obtaining a license, please contact Jamie Sullivan at 480-474-5241

The \$25 booth fee may be waived in lieu of contributions to the event. Please refer to the "Become A Contributor" section for more information.

Booth Price Includes:

- ☼ 10'x10' space
- ☼ One 6' table
- ☼ Two chairs
- ☼ Please note there are no phone lines in the expo hall

Dates and Hours of Operation:

Expo Set Up and Vendor Social

- ☼ Friday, November 6th
- ☼ 5:00-8:00pm
- ☼ Opportunity for vendors to set up for the event AND network with other wellness providers
- ☼ Light refreshments to be served from 5-6pm
- ☼ Booths will not be moved or changed after Friday's set up time frame

Expo Event

- ☼ Saturday, November 7th, 2009
- ☼ 9:00am - 3:00pm
- ☼ Tear down and clean up from 3pm-4pm

Host A Booth Workshop

- ☼ Wednesday, October 7th, 2009
- ☼ 2:00-3:15pm OR 6:00-7:15pm
- ☼ Contact Jamie Sullivan at 480-474-5241 for more information on how to register for this workshop

Heal Yourself, Heal Your World Wellness Event

November 7, 2009

9am-3pm

Vendor Registration and Information



Apache Junction Multi-Generational Center
Located at: 1035 N. Idaho Rd.
Apache Junction, Az. 85119
480-474-5241 (Jamie Sullivan; Facility Manager)

Become A Contributor

In order for this event to flourish, assistance is appreciated. Supplies needed: signs, paper, samples, printing, volunteers, raffle items, etc... All event contributors must submit their information by October 25th.

Contribute \$50 worth of product/in-kind service:

- ☼ Booth Registration Fee waived**

Contribute \$75 worth of product/in-kind service:

- ☼ Your ad will be placed in the event program
- ☼ Booth Registration Fee waived**

***Please note: we can not waive the temporary business license fee; only the booth registration fee*

All ads will be printed in black and white. Please submit a high quality black and white ad, max of 4.5" w x 1.5" h or 2" w x 3.5" h in either .jpg, .pdf, or .tif format. You can send your ad via CD when you drop off your application or email it to deborahs@mchsi.com.

If you would like to send samples of your products to be included in goodie bags, please send 1500 samples by Friday, October 30th to:

Attn: Jamie Sullivan
City of AJ Multi-Generational Center.
1035 N. Idaho Rd.
Apache Junction, Az. 85119



Booth Registration Form

Please mail this form, along with full payment and Vendor Application to: attn: Jamie Sullivan; 300 E. Superstition Blvd.; Apache Junction, Az. 85119

The information below is what will be published in the event programs handed out to the public:

Agency: _____

Contact Name: _____

Contact Phone: _____

Contact Email: _____

Agency Website: _____

Brief Description of Products/Services at booth:

Booth Needs :

- Electricity Wireless Internet
 1 space 2 spaces (additional fee)
 Other _____

Please Check the Following:

Attending Friday set-up/social? Yes No

Interested in offering a class? Yes No

Are you interested in contributor/advertising opportunities for this event? Yes No

FOR OFFICIAL USE ONLY
Booth Registration Code: 1300.392
Date Received: _____
Fee Received: _____
Business/Operating/Temp License #: _____
Registration Form Signed: _____
Confirmation Sent Out: _____
Sponsor/Donation Amount/Items: _____
Ad Submitted: _____

Offer A Class

We want everyone to be able to take advantage of the great classes our vendors have to offer. In order to maximize the information offered, we have expanded our schedule to include classes early in the week in addition to the Saturday classes.

Class Title: _____

Brief Description of Class (30 words or less; will be published):

Three Learning Outcomes:

1. _____

2. _____

3. _____

Length of Class: 25 min. 45 min.

Preferred Day: Tue 11/3 Thu 11/5 Sat 11/7

Preferred Times (various T/TH 10am-7pm and Sat 9:30am-2pm):

1. _____ or 2. _____ or

3. _____

Room Needs (i.e. electrical outlets, projector, screen, etc...):



Expo Rules and Regulations

- ☼ All vendors must comply with City of Apache Junction Special Event Business Licensing Requirements. Please call Jamie Sullivan for more details at 480-474-5241.
- ☼ The City of Apache Junction reserves the right to reject or restrict any exhibit.
- ☼ No refunds will be made to exhibitors who fail to attend the Expo Day.
- ☼ Space assignment is on a first-come, first-served basis.
- ☼ There may be duplication of services and products.
- ☼ Exhibit booths must be manned at all times during the Expo hours.
- ☼ Only one exhibitor per booth unless agreed to by the City of Apache Junction.
- ☼ Exhibitor will allow the City to take and use photographs of their exhibit space.
- ☼ Exhibitor agrees that all belongings will be removed from the Expo Hall by 4pm on Saturday, November 7th 2009.
- ☼ All exhibitors must conform to local fire department rules and regulations.
- ☼ No electrical wiring will be installed without using the authorized electrical contractor
- ☼ Exhibitor agrees to hold the City of Apache Junction harmless from any claims from or due to acts of exhibitors, its agents and employees, howsoever designated, and/or for loss and/or injury to people and/or property of any nature.
- ☼ Exhibitor assumes all responsibility for loss, theft, or destruction of goods, or for personal injuries to him/herself, agents, employees, representatives, or visitors, and will hold harmless the City of Apache Junction and any of its affiliates from any liability in connection with any or all of the above.
- ☼ City of Apache Junction agrees that in case of war, fire, strife, government regulation, act of god, which may prevent the event from being held, it shall, in its sole discretion, refund the exhibitor expo fees.

I have read, understand, and agree to the above rules and regulations. By signing this agreement, I will abide by these rules.

Signature

Date