

**Holiday Shopping Extravaganza**

**Location: OKC Farmer’s Public Market, 311 S. Klein Ave., OKC, OK**

**Date: Sunday, November 10, 2019**

**Time: 11am-5pm**

**Move In: Sunday, November 10, 2019 at 8am**

**Move Out: Sunday, November 10, 2019 at 5pm**

**Exhibitor Information**

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

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **(This is how your company name will appear)**

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Website/Facebook \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Products to be exhibited: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Payment Information** (We must receive your payment and contract to assign you a booth) **MAKE CHECKS PAYABLE TO GG ROADSHOW. MUST BE HARD COPY MAILED.**

\_\_\_\_ **Payment in full is enclosed. \_\_\_\_\_­ 10x10 $125 \_\_\_\_\_\_ 10x20 $175 \_\_\_\_\_\_ 10x30 $230**

\_\_\_\_ Check number (Returned check fee is $50.00)

**Mail your contract along with your full payment to:**

**Gypsy Glam Roadshow**

**P.O. BOX 23882**

**Oklahoma City, OK 73123**

Sign \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Gypsy Glam Exhibitor Rules and Regulations**

1. EXHIBIT HOURS- Set up day is Sunday, November 10, 2019 at 8am. Your booth space must be “show ready” by 10:30am. Booths may not be torn down or packed up until 5pm. Management reserves the right to restrict exhibitor’s participation in future shows if this policy is violated.

 RULES FOR EXHIBITS:

1. DISPLAYS- No signs, partitions, apparatus, shelving, etc. may extend more than 8 feet above the floor along the rear of the exhibit. Exhibitor will not be allowed to put up signs or display products obstructing the view or disadvantageously affecting the display of other exhibitors.
2. LIABILITY- The exhibitor is entirely responsible for the leased space and shall not injure, mar or deface the premises. The exhibitor shall not drive, nor permit to be driven, any pins, nails, hooks, tacks, or screws in any part of the facility. Furthermore, Exhibitor shall not affix to the walls or windows of the facility any advertisements, signs, etc., or use tape or any other adhesive-type material on painted surfaces. The exhibitor agrees to reimburse the management and/or facility for any loss or damage occurring to the premises or equipment.
3. AISLES- The aisles, passageways and overhead spaces remain under the control of the management, and no signs, decorations, banners, advertising matter or exhibits will be permitted in those areas except by written permission of the management. All exhibitors and personnel must remain within the confines of their own spaces.
4. SPACE- The space contracted is to be used solely by the exhibitor whose name appears on the contract and no portion can be sublet or assigned. The exhibitor will forfeit right to the space, all prepaid rentals, and upon demand, pay any rent balance owing to the management for failure to occupy or use the space or to have the exhibit completed and in place by the opening of the show. Management reserves the right to relocate the exhibitor.
5. RESTRICTIONS- The management reserves the right to restrict or remove exhibits, without refund, that have been falsely entered, or are deemed inappropriate or unsuitable by the management. This restriction applies to, but is not limited to, noise, P.A. systems, persons, animals, things, conduct, printed matter, or anything out of character that might be objectionable to the show or management.
6. STORAGE- Fire marshal regulations prohibit the storage of boxes, crates, packing material, etc., and not more than a one-day supply of literature at your display. Exhibitor must arrange for storage of empty crates, etc. at own expense.
7. **CANCELLATION OF CONTRACT- THERE ARE NO REFUNDS. ALL CANCELLATIONS MUST BE IN WRITING.**
8. COMPLETE AGREEMENT-This agreement contains all the terms and conditions agreed on by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this contract, shall be deemed to exist or to bind any of the parties here.
9. **Please turn in your tax form at the end of the show that is given to you. This is for the Oklahoma Tax Commission, not Gypsy Glam Roadshow.**