

1st Annual “Giving Back” Gift and Craft Expo

Types of vendors accepted: Artists, Craftsman, and non-crafted vendors.

Commercial vendors not accepted.

Wed - Sat 10 am - 9pm Sun 12 pm - 5 pm

In store front #114 (between Bon Ton and Sears)

The Johnstown Galleria, 500 Galleria Drive, Johnstown, Pa. 15904

Booth pricing (10'x10;):

November 24-26, 2017 \$70 for Fri or Sun - \$90 for Sat - \$185 for all 3 days

Nov. 29-Dec. 3, 2017 \$40 Wed or Thurs, \$60 for Fri or Sun - \$100 for Sat - \$160 for all 3 days

December 6-10, 2017 \$40 Wed or Thurs, \$80 for Fri or Sun - \$110 for Sat - \$210 for Fri - Sun

(Wed & Thurs FREE with Fri-Sun participation)

December 13-17, 2017 \$50 Wed or Thurs \$90 for Fri or Sun - \$120 for Sat - \$235 for all 3 days.

(Wed & Thurs FREE with Fri-Sun participation)

December 18-24, 2017 \$60 per day

Table pricing (large enough for one 8' table):

November 24-26, 2017 \$50 for Fri or Sun - \$70 for Sat

Nov. 29-Dec. 3, 2017 \$30 Wed or Thurs, \$40 for Fri or Sun - \$50 for Sat

December 6-10, 2017 \$40 Wed or Thurs, \$50 for Fri or Sun - \$60 for Sat

December 13-17, 2017 \$50 Wed or Thurs \$60 for Fri or Sun - \$70 for Sat

December 18-24, 2017 \$40 per day

NEW category!! Fine Craft Artist pricing: \$30 for Fri or Sun - \$50 for Sat,

\$75 for all 3 days, any weekend, for one 8' table. (special pricing for artists that require a 10x10 space) To be accepted as an artist, you must provide 3 pictures of your work, an overview on how you make the items you sell, and a list of ART Festivals you have been juried and accepted into in the past. We are looking for skilled artisans, which means that a skill is required to make the fine craft you are selling. The fine craft artists must create original work and agree to be present to sell that work personally. This pricing is not available for dealers or agents selling on behalf of other crafts persons. Ineligible crafts include hobby-crafts such as ceramics cast from commercial molds, decoupage, embellished items, beads, dough art, commercially produced buckles, import items, kits. Miller Promotions will reject any artist that does not provide all the information required. Miller Promotions reserves the right to make the final decision on fine art crafts that has been accepted. Please feel free to call our office if you are unsure if you qualify for this category.

Checks payable to: Miller Promotions, 248 Allison Ave. Pittsburgh, PA. 15202

412 415 3584 M-F 11-7 pm FAX: 412 415 1315 MillerPromotions@Comcast.net

A \$45 NSF fee will be charged for each check returned.

Please make a copy of this application for your records.

Spaces will be assigned on a first come first served basis. This also applies to electric, wall space, table/table cloth rentals and special needs. We cannot guarantee that table confirmations, emails, or flyers will be sent to vendors after this date. All approved vendors will be listed on our website: www.GiftandCraftexpo.com.

If you are NOT approved, then we will call you, along with the reasons why you were not accepted.

Booth size and table covers: **10'x10' space for crafters and 8' tables for artists.** *Booth space does not include tables. Table rental is available for \$15 per table.* Table rental fees will be collected during the show. If a larger space is needed, then additional space must be rented. All vendors are responsible for their own booth erection, tables, and booths dismantle. Please indicate on your application, the number of tables needed. All tables must be covered to the floor and on all 4 sides with solid color table covers. Sheets or plastic are not acceptable. Covers must be cloth, clean and wrinkle-free.

For vendors that do not have table covers: You may purchase or rent fitted table covers from Miller Promotions.

Purchase: \$38 for 6' or \$45 for 8'. **Rental:** \$10 per table cover. (Black only) The table clothes we offer are seamless, made of heavy duty polyester, commercial quality, and they cover 4 sides. 3 colors available: White, Ivory, Black.

Please indicate your order on the application. You can also call or email your table cover order in.

Refunds: Registrations is a commitment to the show. NO REFUNDS! NO EXCEPTIONS! Once your application has been received, no refunds will be honored. This also applies to no shows, late arrivals to the show, illness, family circumstances, and any type of request for refund. Spaces cannot be re-rented without the approval of the show promoter.

A \$45 NSF fee will be charged for each check returned. All cancelled checks will be filed with the magis trate.

Rules of the Show

1. Your booth must stay open during all mall hours. Generally hours are Fri-Sat from 10am to 9pm and Sunday from 11am to 6pm.
2. Exhibitors provide their own props and other display items.
3. Maximum display height is 6'6".
4. The backside of your display must be finished.
5. All boxes, cartons, trash, coats, and inventory should be stored out of sight.
6. Early tear-downs are NOT permitted. Vendors doing so, WILL NOT be permitted to do any future shows through Miller Promotions.
7. Exhibitor attire should be professional looking.

The following are not permitted at any show:

- NO Lawn chairs, TV trays, Radios, TV's, headsets, card playing (tip – reading a book is not conducive to sales).
- NO Alcohol – Any exhibitor under the influence of alcohol or drugs will be removed from the show.
- NO handmade signs.
- NO “Hawking” or standing/sitting outside booth.
- NO Aluminum clamp lights. Studio draftsman and acrylic clip-on lights are permitted.
- NO Eating in front of customers. Smoking is prohibited in most malls.
- Do not use mall fixtures, trees, seating or fountains for display or storage.
- Do not extend outside of measured area.

NO SOLICITING TO STORE OWNERS OR LEASED TENANT

Vendors must use the following:

- Rubber tips or mats must be used under metal displays.
- Painter's tape to cover any electrical cords
- Rubber wheeled dollies
- Exhibitor's booth must not interfere with adjacent exhibits, extend into the aisle in any way, or occupy any space other than the specific rented size.
- All exhibitors must follow additional rules set by mall management.
- The mall management reserves the right to remove any vendor that does not meet mall management requirements.
- The leased tenants have priority weekend vendors of Miller Promotions. To eliminate direct competition with leased tenants of the mall, the Mall Management reserves the right to move or remove any weekend vendor of Miller Promotions, that is in direct competition.
- Exhibit booth must be manned at all times.
- Exhibitors are solely responsible for unloading, erection of display, and removal of exhibit.
- No canopies will be allowed.
- Set up will only be allowed before the mall opens, or after it closes. Any exhibitor attempting to set up during mall hours will be expelled from the show immediately.
- Exhibitors are responsible for their own insurance. Certificate of liability should be forwarded to Miller Promotions.
- Exhibitors that fail to secure insurance, subject themselves to all liabilities associated with participation of the show.
- The show promoter, the mall management, and all of its agents are not responsible for lost, stolen, or damaged, merchandise of exhibitor.
- “Giving Back” Gift and Craft Expo, Miller Promotions, and any of its coordinators and agents, will not be liable for refunds or any other liabilities whatsoever for the failure to fulfill this contract due to reasons of the enclosure in which the show is produced, being before, or during the show is destroyed by fire or any other calamity, act of God, public enemy, strikes, ordinances, or legal authority, or any other act beyond the control of the coordinators which make it impossible to hold the show.

Exhibitors are responsible for their own insurance and should provide proof of insurance. Failure to secure insurance will make the exhibitor liable for any claims or suits held against them by the customer. Exhibitor accepts this liability when participating in this show. Certificate of liability should list *Susan Miller dba Miller Promotions*.

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Please keep page 1 & 2. Please send page 3 & 4.

NAME: _____ Telephone: _____

Business Name: _____

Address: _____

Email: _____

Web address: _____

Vendor Category: Fine art _____ Crafter _____ Non-crafted _____

Have you done the show before? _____ When? _____

of booth spaces _____ # of table spaces _____ # of Artist tables _____

of table rentals @ \$15 ea. _____ Table cover rental @ \$10 each _____

DAYS PARTICIPATING Wed Thurs Fri Sat Sun

Dates participating _____

Special needs _____

CHOOSE YOUR SET UP DAY: (circle choice) Tues Wed Thurs Fri or Sat Evening?
Wed Thurs Fri Sat or Sun Morning?

All vendors who refer other vendors will be given a \$10 credit to the next show.
(Just tell potential vendor to list your name, in the area of the application that asks how they heard of the show)

Have you referred a vendor? _____ Their name? _____

Set up information will be sent to you by email, 1 week prior to the date of the event. We will also list the set - up information on our website, www.GiftandCraftShows.com

We will be marketing all exhibitors prior to the event. Customers can shop from you before and after the event if you provide the following: Pictures, web address, Facebook link. Send this information to MillerPromotions@comcast.net

Check appropriate box:

() Checks enclosed (payable to Miller Promotions)

() Send a virtual invoice to my email address _____

() Please charge my credit card (Visa/Mastercard/Discover) Receipt will be sent to your email address.

_____ ExpirationDate _____

Credit Card Code (CVV/CVC) _____ Billing zip code _____

Please initial each statement below:

- I understand that the show promoter, the mall management, and all of its agents are not responsible for lost, stolen, or damaged, merchandise of mine. Please initial _____
- I understand that The Gift and Craft Expo(s), Miller Promotions, and any of it's coordinators and agents, will not be liable for refunds or any other liabilities whatsoever for the failure to fulfill this contract due to reasons of the enclosure in which the show is produced, being before, or during the show is destroyed by fire or any other calamity, act of God, public enemy, strikes, ordinances, or legal authority, or any other act beyond the control of the coordinators which make it impossible to hold the show. Please initial _____
- I have read the rules for participation on the event website www.PamperedMOMexpo.com Please initial _____
- I understand that I am responsible for my own insurance and I should provide proof of insurance. Failure to secure insurance will make me liable for any claims or suits held against me by the customer or people attending the event. I accept these liabilities when participating in this show. Please initial _____

RELEASE and ACCEPTANCE General Release and Acceptance of Rules - This contract is for the Giving Back Gift and Craft Expo to which exhibitor applies or is accepted. I, the applicant, have read the "Rules of the Show" of this licensing application/contract and agree to abide by said conditions. In addition, I, the applicant, do expressly release the staff and owners of the Pampered Mom Expo, and Miller Promotions, the mall or it's agents, of and from any and all liability for any damage, injury or loss to any person, business or property which may arise from the licensing and occupation of the exhibit space by the applicant, and agree to hold and save Miller Promotions harmless of any damage, injury or loss by reason thereof.

I understand that if this application/contract is not accepted, booth fees will be returned. If this application/contract is accepted, I give permission to use my name, business name, photos, item prices, and any photographs, videotape, or images taken of me or any items for any and all purposes. If accepted, I authorize my credit card listed above to be charged all fees.

Applicant Signature: _____ Date: _____