

Exhibitor/Vendor Information

Evergreen Golf Club

ELKHORN AREA BRIDAL FAIR

Sunday, February 8, 2009

11:30am – 3:30pm

You are invited to participate as an exhibitor at the upcoming Elkhorn Area Winter Bridal Fair on Sunday, February 8, 2009. The Bridal Fair will be held in

The Evergreen Room
Evergreen Golf Club
N6246 US HWY 12
Elkhorn, Wisconsin 53121

Participation includes the following:

8x10 booth space, 1 table and 2 chairs

The vendor categories are as following:

- ∞ Florist
- ∞ Bakeries
- ∞ Photographers/Videographers
- ∞ Formal Wear
- ∞ Stationary
- ∞ Jewelers
- ∞ Gift Stores
- ∞ Limos and bus rental
- ∞ DJ and Bands
- ∞ Salons & Spas
- ∞ Rental companies

∞ Travel Agencies
Vendors are limited to 3 in each category.

Reserve your space before December 15th!

\$100.00-single space \$150.00-double space

Register after December 15, 2008 - pay \$125 for a single booth and \$175 for a double booth.

Deadline for inclusion in the Elkhorn Area Bridal Fair directory is January 8, 2009.

Each vendor is required to donate a door prize with a \$25.00 minimum retail value, without the requirement to purchase. Door prizes are transferable to other brides. However, trading of door prizes must be in agreement with each vendor involved.

Vendors are responsible for delivering the prizes to winners.

Each bride will be required to complete a bridal questionnaire upon entry to be eligible for the prize drawings.

All bridal registration information will be provided to you in an electronic format. Hard copy is \$5.00

Space is limited, so reserve your place today!

For more information, contact Evergreen Golf Wedding Coordinator at (262) 723-5722 ext. 3 or wedding@evergreengolf.com.

The Elkhorn Area Bridal Fair will be promoted through area newspapers, local radio, Internet, Evergreen Golf Club website, flyers and posters.

Terms & Conditions

Exhibit Set Up/Tear Down

Vendor/Exhibitor set up will be from 8:30 am to 10:30 am on Saturday

All Vendor/Exhibitor set up must be completed by 10:45 am.

No Exhibits or exhibit materials may be removed prior to the closing of the show at 3:30pm.

Tear down must be completed by 5:00pm day of event. The Evergreen Golf Club will not be held responsible for items left behind by the Vendor/Exhibitor.

Use of Space

- ∞ Exhibitor booths will be assigned on a first come, first serve basis.
- ∞ Booth space is 10ft. wide by approximately 8ft. deep per single space.
- ∞ Electricity must be requested and available on a first come first serve basis.
- ∞ All displays or presentations must be confined to the limits of the exhibit space.
- ∞ No signs or other display material may be attached to the walls at the Evergreen Golf club.
- ∞ Only one business per space and no advertising of other businesses is permitted within your booth.
- ∞ All display materials must be of professional quality. Appropriate professional signage is required. No handwritten signs.
- ∞ Displays may not block other booth space.
- ∞ All vendors must conform to all Federal/State/Local laws.
- ∞ DJ's or musicians are kindly asked to be respectful of neighboring booths in

regard to music volumes.

- ∞ Booths must be staffed at all times during the show.
- ∞ Professional courtesy is expected from every vendor.

Fashion Show - The Bridal Fashion Show will be at 1:30 PM. **Those participating in the fashion show must have a written description of tuxedos/gowns/models submitted by January 8th.** Each salon must provide own models. The fashion show will last approximately 40 minutes.

Flyers - If you are not able to participate in the show but would like to have a flyer or brochure about your business included in the bags that are given to each bride, a fee of \$50.00 will be charged.

A minimum of 150 pieces of promotional material representing your business should be provided.

Limos, Carriage, Tents - Businesses offering services that can be displayed outside are welcomed to do so, weather permitting. Outside displays constitute exhibit booth space and single space booth rental fees apply. A table inside will be provided to place literature.

Evergreen Golf reserves the right to restrict or prohibit any exhibit, which may be offensive and distract from general character of the Elkhorn Area Bridal Fair as a whole. In the event of such restrictions or eviction, Evergreen Golf Club, and all sponsors, cannot be held liable for any reason. Exhibitor agrees to indemnify and hold harmless Evergreen Golf Club from and against all claims, damages, loss and expense, including attorney fees, in any case where it shall be necessary to file and action arising out of the performance of the work herein, which is one of bodily injury, illness, death, property damage or loss caused in whole or part by the Exhibitor's negligent act, failure to act, or his agents, employees, contractor, subcontractor or anyone employed by them for whose acts the exhibitor may be liable.

PLEASE PRINT OR TYPE

Exhibitor/Vendor Name

Contact

Name _____ Phone: _____

Address _____

City _____ State _____ Zip _____

Fax _____ Email _____

Door Prize _____ (\$25.00 minimum value)

Description of Business/Service: Please provide written description of business and email to wedding@evergreengolf.com.

(Please limit to 50 words or less)

PAYMENT:

SINGLE BOOTH SPACE \$ 100.00 _____ (\$125.00 after December 15, 2008)

DOUBLE BOOTH SPACE \$125.00 _____ (\$175.00 after December 15, 2008)

Electricity Yes _____ No _____

Additional tables \$5.00 each _____

Attendee Listing (Hard copy mailed after show) / cost \$5.00

Total Enclosed: \$_____

Make checks payable to: Evergreen Golf Club/Bridal Fair

Credit Card# _____ Exp. _____

CCV code from back of card _____

Credit Card Billing Address (if different from the business address) _____

I/We agree with all the Terms and Conditions for the Elkhorn Area Bridal Fair 2009

Signature _____ Date _____

MAIL TO: Evergreen Golf Club, N6246 US HWY 12, Elkhorn, WI 53121

c/o Wedding Coordinator
Evergreen Golf Club

Fax, to 262-723-6361
Email to wedding@evergreengolf.com
Phone (262) 723 5722 ext. 3