



2nd Annual Vet OHIO Expo--Exhibitor Agreement

Date: Thursday, September 8, 2022

Time: 3PM-7PM

Location: Wigwam Event Center, 10190 Blacklick-Eastern Rd NW, Pickerington, OH 43147

Show Promoter: Regina Rembert, U.S. Army (Retired)

EXHIBITORS RECEIVE:

- **6' DISPLAY TABLE**
- **REQUEST for Electric MUST be indicated on Exhibitor Agreement.**
NOTE: Bring your own extension cord--The EXTENSION CORD is NOT Supplied.
- **ALL EXHIBITORS RECEIVE access to WiFi for NO Additional Charge.**
- **EXHIBITOR TABLE INCLUDES BLACK TABLE COVERING. Bring your logoed table linen or table runner.**
- **EXHIBITOR TABLES DO NOT INCLUDE CHAIRS. It is NOT recommended that you sit. Why? Because sitting will impede your effectiveness as an Exhibitor.**

There will be an on-site private Exhibitor Lounge for your convenience.

- **EXHIBITORS REGISTERING ON or BEFORE July 28, 2022 are Invited to Attend the COMPLIMENTARY "Ignite Exhibitor Workshop" on July 28, 2022, 5:30pm-7:30pm. Presented by Diane Wingerter, The Tradeshow Doctor™ (Workshop Valued at \$249)**

NOTE: VETERAN-OWNED Businesses Receive Priority Consideration over CIVILIAN-OWNED Businesses

**A MAXIMUM OF 3 EXHIBITORS WILL BE ALLOWED PER 'INDUSTRY CATEGORY' TO MINIMIZE DUPLICATION AND ALLOW FOR MAXIMUM RETURN ON INVESTMENT.
(See list of categories on Next Page)**

EXHIBITOR RATES—ALL NON-PROFITS: NOW through AUGUST 26, 2022

- Space (Includes (1) 6' Table & Black Table Covering (Bring Your Logoed Table Linen) \$149
- Select Industry Category
- Non-Profit can be Veteran-Owned or Civilian-Owned
- Non-Profit Listed in VetOHIOExpo Program

EXHIBITOR RATES—VETERAN-OWNED: NOW through JULY 1, 2022 EARLY BIRD RATE

- Space (Includes (1) 6' Table & Black Table Covering (Bring Your Logoed Table Linen) \$229
- Select Industry Category
- Company Listed in VetOHIOExpo Program

EXHIBITOR RATES—CIVILIAN-OWNED: NOW through JULY 1, 2022 EARLY BIRD RATE

- Space (Includes (1) 6' Table & Black Table Covering (Bring Your Logoed Table Linen) \$249
- Select Industry Category
- Company Listed in VetOHIOExpo Program

EXHIBITOR CATEGORIES—PROFESSIONAL BUSINESS SERVICES (Business-2-Business)

CATEGORY NUMBER	CATEGORY DESCRIPTION
T2-01	ACCOUNTANT--CPA
T2-02	ADVERTISING PUBLIC RELATIONS
T2-03	BANK
T2-04	BUSINESS ATTORNEY
T2-05	BUSINESS COACH—LEADERSHIP TRAINING
T2-06	CFO FOR HIRE
T2-07	COMMERCIAL REAL ESTATE BROKER
T2-08	COMPUTER—OFFICE SUPPLIES
T2-09	CONSTRUCTION--REMODELING
T2-10	CREDIT UNION
T2-11	DISPLAYS--FIXTURES
T2-12	EMPLOYEE BENEFITS
T2-13	ENGINEERING CONSULTANT/SERVICES
T2-14	FRANCHISE ATTORNEY
T2-15	FRANCHISE BROKER
T2-16	GRAPHIC & WEB DESIGN
T2-17	HR & STAFFING SERVICES
T2-18	INTERIOR DESIGNERS--ARCHITECTS
T2-19	INTERNET TECHNOLOGY SERVICES
T2-20	INSURANCE AGENT
T2-21	M & A ATTORNEY
T2-22	MAINTENANCE—CLEANING
T2-23	MARKET RESEARCH
T2-24	MERCHANT PROCESSING—POS SYSTEMS
T2-25	PAYROLL SERVICES
T2-26	PRINTING & MAIL SERVICES
T2-27	PROMOTIONAL PRODUCTS/ADVERTISING SPECIALITIES
T2-28	PROPERTY & CASUALTY INSURANCE
T2-29	SECURITY COMPANIES
T2-30	SIGNAGE PRODUCTS & SERVICE COMPANIES
T2-31	SOCIAL MEDIA MARKETING--SEO
T2-32	SOFTWARE DEVELOPER
T2-33	SPECIALITY FINANCING
T2-34	TELECOMMUNICATIONS
T2-35	WEALTH ADVISORS
T2-36	VIDEO—PHOTO—AUDIO SERVICES & PRODUCTION
T2-37	NON-PROFIT
T2-38	OTHER

EXHIBITOR CATEGORIES—CONSUMER SERVICES (Business-2-Consumer)

CATEGORY NUMBER	CATEGORY DESCRIPTION
T3-01	ACTIVEWEAR/APPAREL
T3-02	CAREER SERVICES
T3-03	HOME INSPECTION SERVICES
T3-04	LIFE/HEALTH INSURANCE BROKER
T3-05	RADIO/TV/NEWS
T3-06	RESIDENTIAL REAL ESTATE AGENT OR BROKERAGE
T3-07	SPECIALITY RETAIL—ON-LINE OR STOREFRONT
T3-08	OTHER

RETURN PAGES 3, 4 & 5 TO RESERVE YOUR EXHIBIT SPACE

Scan and email to Diane@TheTradeshowDr.com OR

Complete and Mail to: Regina Rembert, Vet OHIO Expo, PO Box 963, Pickerington, OH 43147

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SELECT YOUR CATEGORY & RATE

NON-PROFIT RATE: Category # _____ (Early Bird Valid Through 08.26.22) \$149.00

Check HERE if you require access to electricity at Exhibit Table

VETERAN-OWNED BUSINESS: Category # _____ (Early Bird Valid Through 07.01.22) \$229.00

Check HERE if you require access to electricity at Table-Top.

CIVILIAN-OWNED BUSINESS: Category # _____ (Early Bird Valid Through 07.01.22) 249.00

Check HERE if you require access to electricity at Table-Top.

YOUR STATUS AND PAYMENT INFORMATION

Contact Individual: _____ Title: _____

Military Status: Are You Former or Active Military? Yes or No **If Yes,** Which Branch? _____

If Former, Indicate Discharge Date: _____

Are You A NON-PROFIT? Yes or No **If Yes,** Enter 501©3 Number: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Office Phone: _____ Cell Phone: _____

Email: _____

Credit Card:

____ American Express ____ Master Card ____ Visa ____ Discover

Card Number: _____

Exp: _____ CCV _____

Cardholder Name (PRINT) _____

Cardholder Signature _____

Billing Zip Code _____

Check - Checks can be made payable to: **Vet OHIO Expo** and mailed to
Regina Rembert, **Vet OHIO Expo**, PO BOX 963, Pickerington, OH 43147

2nd Annual Vet OHIO Expo Exhibitor Guidelines & Standards of Conduct

1. Exhibitors who Veteran-Owned Businesses will be given priority consideration for the **VetOHIOExpo**.
2. The **VetOHIOExpo** has the right to determine the eligibility of any company and their right to participate in the Expo.
3. Once the agreement is signed and payment is received, NO REFUNDS will be issued. See Cancellation Policy on page 5.
4. All Exhibit Space is honored on a first-come, signed-agreement basis. Once a Specific Category or the **VetOHIOExpo** is 'sold out' then Exhibitors will be placed on a waiting list. If Exhibitor is not honored from the waiting list, appropriate monies will be returned to the potential Exhibitor, in the manner in which the original payment was received, between the dates of September 10, 2022 and September 30, 2022.
5. **Move in Date is Thursday, September 8th, 2022, beginning at 1:00pm.** Move out Date is Thursday, September 8th, 2022, beginning at 7:00pm. **Table Exhibit MUST be set up no later than 2:30pm. Exhibit Table MUST remain set up until 7:00pm.** Note: Hours open to the public are 3:00pm-7:00pm. Failure to adhere will result in elimination from all future **VetOHIOExpos**.
6. Exhibitor will limit their display within the boundaries of the 6' table-top. **Note: If additional space is required, it must be approved in advance in writing by Diane Wingerter, The Tradeshow Doctor. Email Diane@TheTradeshowDr.com.**
7. Exhibitor is on premise to ENHANCE the experience of all attendees and to promote their service/product in a professional manner. The **VetOHIOExpo** has the right to ask an Exhibitor to modify their behavior and/or leave the premises, if their actions are deemed detrimental to the overall Expo environment, towards other Exhibitors or towards the Attendees.
8. All Exhibitor promotional give-a-ways or drawings must be free and clear of any financial obligation on the part of the recipient.
9. The **VetOHIOExpo cannot** guarantee the number of attendees at the **VetOHIOExpo**.

By signing below, I acknowledge that I have read and accept the Exhibitor Guidelines and Standards of Conduct as outlined by The VetOHIOExpo.

Signature _____ **Date** _____

Printed Name _____ **Date** _____

VetOHIOExpo Cancellation Policy

The VetOHIOExpo is committed to offering the highest quality Expo for our Sponsors, Exhibitors and Attendees. In the event you **do** need to cancel your Agreement at the VetOHIOExpo, please refer to the Cancellations and Refund Policies listed below.

Cancellations/Refund Policies

Cancellations/Refunds—Cancellations must be made in writing (Mail OR e-mail are accepted); they cannot be accepted over the phone or via voicemail. Any Sponsor/Exhibitor cancelling exhibitor space on or before July 28, 2022, will receive a 75% refund of monies paid. Any company cancelling between July 29, 2022, and August 26, 2022, will receive a 25% refund of monies paid and any company cancelling on/after August 27, 2022, forfeits the entire fee and will not receive any refund of any monies paid.

Cancellations are effective as of the date of receipt. If a company does not occupy and exhibit in their designated space by 2:45pm on September 8, 2022, then **VetOHIOExpo** shall have the right to use the Exhibit space in such a manner as it deems necessary, for the exposition's best interest. Failure to occupy Exhibit space on the day of the event, forfeits the Exhibitor's Fee.

Cancellation of Show—In the event the Expo is cancelled by **VetOHIOExpo**, 75% of Sponsor/Exhibitor monies paid will be returned*. However, Sponsors & Exhibitors fees will **not be refunded** if the Exhibition is cancelled, postponed, curtailed, or abandoned due to a Federal or Local Government mandate, an act of war, catastrophic weather, pandemic, epidemic, radioactive contamination, or other unforeseen circumstances or contamination.

*Such refunds will be processed between the dates of September 10, 2022, and September 30, 2022.

Refunds are not granted for cancellations on/after August 27, 2022, failure to attend, arrival after 2:45pm on September 8, 2022, or unattended exhibit spaces, or early departure from exhibit space.

Cancellations via mail are to be sent to:

Regina Rembert, Vet OHIO Expo

PO BOX 963

Pickerington, OH 43147

Cancellations via email are to be sent to BOTH:

Info@VetOHIOExpo.com AND Diane@TheTradeshowDr.com

Exhibitor Acknowledges Receipt of the Cancellation & Refund Policies: _____ (Initial Here)