



## October 6 and 7, 2018

Business Name \_\_\_\_\_

(Please write your Business Name as you would want it to appear on any event  
Related materials)

Contact Name \_\_\_\_\_

Phone Number (include area code) \_\_\_\_\_

Preferred Booth Number \_\_\_\_\_ (we will try to accommodate) Size \_\_\_\_\_

\* If you are sharing a Booth, please indicate with whom you are sharing \_\_\_\_\_

***Each Vendor must submit their own Contract.***

### Vendor Information

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Email Address \_\_\_\_\_

Products / Services Offered \_\_\_\_\_

### Presentation Proposal

Please include on back of this sheet or separate sheet, the proposal for your 45 minute presentation. You will be notified closer to the expo, if accepted. We have a limited number of time slots available.

No Fee Will Be charged to you, nor can you charge a fee to the attendees.

**Fee Total \*\*\*See Fee and Payment Schedule Attached\*\*\***

**\$50.00 Non - Refundable Deposit Required to Reserve Space**

**Make checks payable to "Alta View Wellness Center"**

**4814 Jonestown Rd., Harrisburg, PA 17109**

Booth Rental	\$ _____	One Vendor
Shared	\$ _____	Two Vendors (indicate your portion of fee)
Electric Fee \$25.00	\$ _____	
TOTAL DUE	\$ _____	

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signing indicates that you have read the event rules and are in agreement

Important price and payment information please **Read Carefully**:

Fee for 10X8 booth is \$300.00 \* Booth Share is \$185 each vendor

Fee for 15X8 booth is \$500.00 \* Booth Share is \$275 each vendor

**~Current Vendor (2017 Vendor) Pay a \$50.00 deposit at the 2017 Event and receive a \$25.00 discount on a full booth price for 2018 Event.**

**AT EVENT ONLY--- NO EXCEPTIONS.**

**(Booth Share receives a \$20.00 discount per vendor, on a booth share for 2018.)**

**\*At Event ONLY.\*\*\*\*\* NO EXCEPTIONS!\*\*\*\*\***

**Payment Options for New and Existing Vendors**

Choice #1~Pay in full with registration

Choice #2~Pay over a seven month period from 1-15-2018 to 7-15-2018

First payment due: 1-15-2018

Second payment due: 4-15-2018

Third payment due: 7-15-2018

**Please follow this payment plan schedule. If you do not pay the installments as per the required dates, your booth will not be held, and you will not be reimbursed any of the payments you have made towards the booth.**

Note if you are beginning to make payments after the second payment date, you are to pay ½ of the total due. Balance will be due 7-15-2018

If you are beginning to make payments after the third payment date, you are to pay ¾ of the total. Balance will be due by 9-15-2018

**REFUNDS:**

\$50.00 Deposit/process fee is **non-refundable**, this is included in booth fee.

After 4-15-2018 Payment less \$175.00 10x8, or less \$250 15X8

After 6-15-2018 Payment less \$250.00 10x8, or less \$450 15X8

After 8-15-2018 **NO REFUND, NO EXCEPTIONS**

STOP

\*\*\*\*\***Do Not Write On This Page**\*\*\*\*\*

**FOR OFFICE USE ONLY ~ Mail in with Contract**

Vendor Name \_\_\_\_\_

Vendor Space Number \_\_\_\_\_

Payment in Full \$ \_\_\_\_\_ Date \_\_\_\_\_ Check # \_\_\_\_\_  
Pay as soon as possible

Payment 1 \$ \_\_\_\_\_ Date \_\_\_\_\_ Check # \_\_\_\_\_  
Due by 1-15-2018

Payment 2 \$ \_\_\_\_\_ Date \_\_\_\_\_ Check # \_\_\_\_\_  
Due by 4-15-2018

Payment 3 \$ \_\_\_\_\_ Date \_\_\_\_\_ Check # \_\_\_\_\_  
Due by 7-15-2018

Need Electric Y/ N

Special Request

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Presenter/Workshop

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