

2024 MIDWEST HOLISTIC WELLNESS FAIR

Presented by: Midwest Holistic Wellness Fair, LLC
Location: Gateway Convention Center, Collinsville IL
1 Gateway Drive, Collinsville IL 62234

EXHIBITOR CONTRACT

I, _____ representing
First Name Last Name

_____ (hereby referred to as **EXHIBITOR**)
Name of Business

DOES HEREBY ENTER INTO THIS CONTRACT WITH MIDWEST HOLISTIC WELLNESS FAIR, LLC (hereinafter referred to as **WELLNESS FAIR**) TO PROVIDE SERVICES FOR THE **2024 WELLNESS FAIR TO BE HELD ON SATURDAY, SEPTEMBER 14, 2024, FROM 11:00 AM - 5:00 PM**. Located in the Gateway Convention Center, 1 Gateway Drive, Collinsville, IL 62234.

TERMS AND CONDITIONS

ARTICLE 1—Purpose

- 1.1 A place where the public can come to learn about innovative businesses who provide holistic & wellness services and products in the Greater Saint Louis Metropolitan area.
- 1.2 For all of us in the holistic community to meet and support each other in our quest to provide more holistic alternatives to people in our community for their physical, mental, emotional, and spiritual wellness.

ARTICLE 2 – Participation Requirements

- 2.1 **EXHIBITOR** place of business(s) and/or service(s) must be from the Midwest or be online business only.
- 2.2 **EXHIBITOR** product(s) and/or service(s) shall be of holistic, alternative, health or wellness related, including but not limited to chiropractic, energy healing, reiki, yoga, chakra work, sound healing, energy psychology, life coaching, massage, spirituality, herbs, fitness, nutrition, or any other pre-approved products or services.
- 2.3 It is **REQUIRED** that each and every **EXHIBITOR** provide a certificate for services/discount or an actual product to be raffled off to all attending consumers at the main registration tables. **EXHIBITOR** is encouraged but not required to have a product sample, or a demonstration of a service you provide, a discount coupon for a service/product you provide, or a raffle of some type, at your table.
- 2.4 Each **EXHIBITOR** can bring products to sell and keep 100% of all sales.

ARTICLE 3 – Event Day Specifications

- 3.1 WELLNESS FAIR** shall designate each **EXHIBITOR** booth’s location at the **WELLNESS FAIR** venue.
- 3.2 EXHIBITOR** shall have the option of providing their own table(s) and chair(s) or opting to pay the fee(s) for the **Gateway Center** to provide tables and chairs and/or any other items listed in **Article 7** for **EXHIBITOR**.
- 3.3 WELLNESS FAIR** shall provide two different sized interior spaces (hereinafter called “**BOOTHs**”) for **EXHIBITOR** to choose from: 10’w x 6’d or 10’w x 10’d. If you need any additional **BOOTHs** that are solely and absolutely used by your business and your business only, each additional booth will be 50% off the original price.
- 3.4 EXHIBITOR** is solely responsible for the setting up of their **EXHIBITOR BOOTH** and all supplies and any and all required materials for their **BOOTH**.
- 3.5 EXHIBITORS** may begin to set up **EXHIBITOR** space on SATURDAY, SEPTEMBER 14, 2024, as early as 8:00 AM and must have their **EXHIBITOR BOOTH** completed and ready for business before 10:30 am.
- 3.6 EXHIBITORS** are not allowed to attach anything to the walls, or columns, and no helium balloons are allowed.
- 3.7** The Gateway Center will provide electric outlets for **EXHIBITORS** who request and pay for them at the time of this contract. **EXHIBITOR** is responsible for providing any and all extension cord(s) as needed.
- 3.8** Gateway Center will provide Wi-Fi service at no charge.
- 3.9** All **BOOTHs** shall be open and operating from **11:00 AM to 5:00 PM**. All **BOOTHs** must be properly staffed throughout the duration of the **WELLNESS FAIR**. All **EXHIBITORS** must present signage stating their business name, the items they are selling and the price of the items. Signage shall be clearly displayed at their **BOOTH** at the **EXHIBITORS** sole expense.
- 3.10** All **EXHIBITORS** and or qualified personnel shall remain at their **BOOTHs** until closing time, NO EXCEPTIONS.
- 3.11** All **BOOTHs** shall begin to be cleared no earlier than 5 PM by the **EXHIBITORS** at the close of the **WELLNESS FAIR** and be completed by 7 PM Saturday, September 14, 2024.
- 3.12** All trash shall be placed in the provided receptacles by the **EXHIBITOR** and their assigned **BOOTH** must be free of all debris when **EXHIBITOR** leaves.

ARTICLE 4 - Outdoor Food Truck Spaces

- 4.1** These designated areas by the **WELLNESS FAIR** will be strategically located where all consumers pass by them from the parking lot to the Convention center entrance. These spaces will be 36 feet long x 15 foot wide.
- 4.2** All food trucks need to comply with any and all requirements of licensure and permits that may be required from the City of Collinsville and/or Madison County to legally operate at this location. Food Truck shall submit any and all required licensures and permits to the with this signed contract to **WELLNESS FAIR**.
- 4.3** Food truck area must be self-sufficient as no water, utilities, or electricity will be provided.
- 4.4** Food trucks will get to keep 100% of the proceeds.

- 4.5 Food Truck must submit with the contract their complete menu and pricing for this event.
- 4.6 At least 50% of your menu items shall fall into one or more of the following categories: healthy, organic, non-GMO, homegrown, vegan or vegetarian.
- 4.7 You are encouraged but not required to bring tables/chairs for consumers to sit at while enjoying your cuisine.

ARTICLE 5 - Event Marketing

5.1 **WELLNESS FAIR** and the Gateway Center shall provide marketing and advertising for this event. This is to include, but not limited to, newspapers, social media, outdoor signage & interstate and highway billboards, print advertising and potentially television and radio exposure.

5.2 **EXHIBITORS** are required to market and advertise this event at their place of business, on their company website, to customers on their email list, at any networking events they attend, and on all their social media platforms starting no later than August 1, 2024, up until the day of the event, September 14, 2043. The **WELLNESS FAIR** will provide **EXHIBITOR** with print materials to use for marketing purposes.

ARTICLE 6 – Participation Fees

6.1 In exchange for the privilege of operating said indoor or outdoor booth or food truck during the designated time at the **WELLNESS FAIR**, fees will be as follows:

- \$200 Regular price with executed contract between July 16 and August 16, 2024
- \$250 Late regular price with executed contract between August 17 and August 31, 2024

If you need any additional **BOOTHS** that are solely and absolutely used by your business and your business only, each additional booth will be 25% off the original price.

6.2 All below optional fees for products and services provided by Gateway Center are offered at no additional upcharge by **WELLNESS FAIR**.

- _____ \$10 per 8-foot Table
- _____ \$5 per Chair
- _____ \$70 Access to an electrical outlet
- _____ \$15 Table skirting
- _____ \$25’ 10-foot Run of Pipe & Drape

All fees are nonrefundable.

All fees to be paid on the LIVING FREE website Wellness Fair page: www.livingfreenow.net.

ARTICLE 7- Indemnification

7.1 To the fullest extent permitted by law, the **EXHIBITOR** shall hold Joyce Stewart, John Weese

or any other employee or representative of Living Free Center for Spirituality and Healing LLC, and **THE MIDWEST HOLISTIC WELLNESS FAIR, LLC**, and any/all its members, harmless for any/all liability, claims, damages and losses, and expenses arising out of **THE MIDWEST HOLISTIC WELLNESS FAIR, LLC**.

7.2 EXHIBITOR also agrees to abide by the rules of **THE MIDWEST HOLISTIC WELLNESS FAIR, LLC**, Gateway Convention Center, and the laws and local ordinances of the City of Collinsville, County of Madison, and the State of Illinois.

THIS CONTRACT IS ENTERED INTO ON BEHALF OF THE EXHIBITOR AND WELLNESS FAIR

EXHIBITOR:

Business Name _____

Contact Name _____ Title _____

Business Address: _____

City _____ State _____ Zip _____

E-Mail: _____ Phone # _____

_____ \$10 per 8-foot Table, I need _____ Tables

_____ I am bringing my own tables

_____ \$5 per Chair, I need _____ Chairs

_____ I am bringing my own chairs

_____ \$70 Access to an electrical outlet (fee from Gateway Center, not Living Free)

_____ \$15 Table skirting

_____ \$25' 10-foot Run of Pipe & Drape

_____ 10' x 6' space

_____ 10' x 10' space

_____ 10' x 20' space

_____ \$200 Regular price with executed contract between July 16 and August 16, 2024

_____ \$250 Late price with executed contract between August 17 and August 31, 2024

_____ Additional booths at 25% off the original price.

All fees are absolutely nonrefundable.

\$ _____ Total Amount due

Name of Exhibitor

Signature of business representative Title

Date: _____, 2024

Signature of business representative

Date: _____, 2024
Joyce Stewart, Managing member of Midwest Holistic Wellness Fair, LLC

MIDWEST HOLISTIC WELLNESS FAIR WAIVER OF LIABILITY

I understand and agree that Living Free Center for Spirituality and Healing LLC, the Midwest Holistic Wellness Fair LLC, Joyce A. Stewart, as an individual and an officer, John F. Weese, as an individual and an officer, the City of Collinsville, and Gateway Convention Center shall not be responsible for fire, loss, theft, or damage to my personal, business or display items. I do hereby act for myself and forever release, waive, and agree to hold harmless Living Free Center for Spirituality and Healing LLC, the Midwest Holistic Wellness Fair LLC, the City of Collinsville and the Gateway Convention Center, its directors, officers, employees, and agents from all liability and/or property damage incurred in association with and/or resulting from participation in the 2024 *Midwest Holistic Wellness Fair*.

Name (Print): _____ Title _____

EXHIBITOR Signature: _____ Date _____

ALL PAGES OF THIS CONTRACT NEED TO BE INITIALIZED AT THE BOTTOM LEFT CORNER AND ALL PAGES ARE TO BE SUBMITTED WITH PAYMENT AT THE TIME OF EXECUTION OF CONTRACT TO COMPLETE THIS CONTRACT AND PARTICIPATE IN THE WELLNESS FAIR.

Completed contract needs to be submitted online at www.livingfreenow.net or mailed to: 210 West Division St, Maryville IL 62062

Payment can be made on the website. On the bottom of the Wellness Fair Page there is a button you can click on to make your payment.

