

# American Gem Expo

Jewelry, Beads

& Fashion Accessory Show

**January to June 2010**

**Exhibitor Application**

P.O. Box 490803, Atlanta, GA 30349,

Phone: (770) 739-0057 ■ Fax: (404) 806-0183

Web: [www.americangemexpo.com](http://www.americangemexpo.com)

E-mail: [info@americangemexpo.com](mailto:info@americangemexpo.com)

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Jewelry ■ Beads ■ Gift ■ Fashion Accessory ■ Blown Glass ■ Bead Classes  
Wholesale & Retail Dealers ■ Jewelry Artist ■ Beading Supplies ■ Start a Business

**Exhibitor:**

Please call or E-mail us to confirm that your faxed application came through after faxing your application. Confirmations will be sent By E-Mail or Fax Only.

Please complete contract and mail with full Booth Amount or 50% for your first Show. Contracts will not be processed without Payment. Vendors will not be allowed into the show without a contract. For Complete Venue Addresses See Page-4

**Cancelation Policy:**

90 days before show date	Full Refund
60 days before show date	50% Refund
Less Than 60 days before show date	No Refund
<b>Cancelation must be submitted in writing or by E-Mail</b>	

**Wholesale & Retail Show**

No. of Show Days	Show Days	Show Hours		
		Day	From	To
2 day Shows	Sat & Sun	Saturday	10 AM	5PM
		Sunday	10AM	4PM
3- day Shows	Fri/Sat/Sun	Friday	12PM	5PM
		Saturday	10AM	5PM
		Sunday	10AM	4PM

**Make Payment To:** American Gem Expo

P.O. Box 490803, Atlanta GA 30349

See Credit Card Form Below. Do not send Credit Card Info by E-Mail

**Please Note: Confirmations will be sent to you by E-mail or Fax Only**

**To Be Completed by Vendor:**

Vendor's Company \_\_\_\_\_ Vendor Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_  
 Country Code \_\_\_\_\_ Fax ( ) \_\_\_\_\_ E-mail \_\_\_\_\_ Website \_\_\_\_\_  
 Merchandise to be Sold \_\_\_\_\_  
 Manufacturer ( ) Distributor ( ) Retailer ( ) Individual ( ) Wholesaler ( ) Artist ( ) Non-Profit ( )  
 Additional Request: \_\_\_\_\_

**Booth Discount:**

Show Period	Book 90% or More Shows	Book 80% or More Shows	Book 70% or More Shows	Book 60% or More Shows
January ~ June	80% Off One Show	70% Off One Show	60% Off One Show	50% Off One Show
July ~ December	80% Off One Show	70% Off One Show	60% Off One Show	50% Off One Show

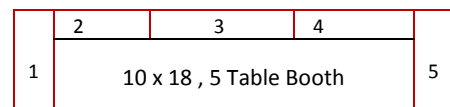
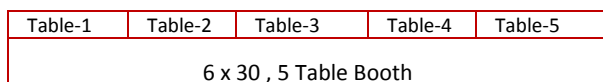
Booth Layout	Booth Comes With	2-Day Show Booth Fee	3-Day Shows Booth Fee	Pay 50% Advance & Balance at Show	Circle Extra Items When Applicable (Only At Some Shows)			
		Pay Before Show Day	Pay Before Show Day		Extra Items	Price	Qty	Total
Artist & Lampwk	1 - 6ft or 8ft Tables	\$275	Add \$22	Add \$30	Electricity (Up to 500 W)	\$45		
8 x 10 or 12 x 6	2 - 6ft or 8ft Tables	\$430	Add \$45	Add \$30	Electricity (Up to 1000 W)	\$75		
10 x 10 or 12 x 6	3 - 6ft or 8ft Tables	\$510	Add \$68	Add \$30	Internet Services	Some Venues do charge for this service, Most are Free		
15 x 10 or 18 x 6	4 - 6ft or 8ft Tables	\$640	Add \$90	Add \$30	Display Cases	Available Upon Request		
18 x 10 or 30 x 6	5 - 6ft or 8ft Tables	\$800	Add \$110	Add \$30	Corner Booth	No Charge Available when possible		
20 x 10 or 33 x 6	6 - 6ft or 8ft Tables	\$960	Add \$130	Add \$30				
25 x 10 or 36 x 6	7 - 6ft or 8ft Tables	\$1,120	Add \$140	Add \$30				
30 x 10 or 42 x 6	8 - 6ft or 8ft Tables	\$1,240	Add \$150	Add \$30				

**Sample Booth Layout:**

AG-Expo uses two types of Booth Layout depending on the Venue & Room Dimension

**Layout – 1: 5 Table Booth**

**Layout – 2: 5 Table Booth**



AG-Expo will provide 6ft or 8ft Tables, depending on the type of tables the venue has available. Extra Tables cannot be guaranteed for Venues with 6-ft Tables, Unless Ordered and Paid for in Advance. **AG-Expo Floor plans are arranged in two Layouts: 10 Ft Deep x Length as Shown above, or 6ft Deep x length as Shown above.**

Note: Artists are those who demonstrate that they make their products themselves. If your planned Booth usage is Based on 8ft Tables, Please note on your Application if you would like us to upgrade your Order to additional 6ft Tables for Venues that provide only 6ft Tables. Booth price above are based on Number of Tables in the Booth; The Booth Sizes shown above are an Approximation of the Space that the tables would occupy, depending on table layout used.

Enter Your Booth Request Here	Enter Booth Size, Cost, & Extra Items Below	
	Booth Size & Extra Items	Booth & Extra Items Cost
Enter Your Requested Booth Size: =====>		
Enter Extra Items Requested: =====>		
	Enter Total Amount for Booth & Extra Items: =====>	

**SEE PAGE-4 BELOW FOR COMPLETE VENUE ADDRESSES**

**Please call or E-mail us to confirm that your faxed application came through. Confirmations will be sent By E-Mail or Fax Only.**

**Place**  to the **Right** of shows you are interested in.

(Mark Shows you select on Page-4 Also, Print and Keep Page 4 with Venue Addresses for your Reference)

2010 - FIRST HALF SCHEDULE (January to June)				2010 - 2ND HALF SCHEDULE (July to December)			
Jan 1	----- OFF			April 10, 11	Atlanta, GA	2	
Jan 9, 10	Atlanta, GA	2		April 17, 18	Asheville, NC	2	
Jan 16, 17	Charlotte, NC	2		April 23, 24, 25	Cincinnati, OH	3	
Jan 23, 24	Cincinnati, OH	2		May 1, 2	Indianapolis, IN	2	
Jan 30, 31	Birmingham, AL	2		May 9	----- OFF		
Feb 5, 6, 7	Nashville, TN	3		May 15, 16	Memphis, TN	2	
Feb 13, 14	----- OFF			May 22, 23	Lexington, KY	2	
Feb 20, 21	Pending	2		May 29, 30	----- OFF		
Feb 27, 28	Memphis, TN	2		June 4, 5, 6	West Palm Bch, FL	3	
March 6, 7	Louisville, KY	2		June 12, 13	Birmingham	2	
March 13, 14	Pensacola, FL	2		June 19, 20	Raleigh, NC (900)	2	
March 20, 21	Winston Salem, NC	2		June 26, 27	Pensacola, FL	2	
Mar 27, 28	Wilmington, NC Added Nov 26	2		July 4	----- OFF		
April 4	----- OFF						

**Send or Fax Completed Application to:**

**American Gem Expo**

P.O. Box 490803, Atlanta, GA, 30349

Fax to: (404) 806 - 0183

**Credit Card Payment:**

**(We do not currently Process American Express Cards):**

The Credit Card Form is not included with this application

( ) I will like to Pay by PayPal or Google (Please Send me a PayPal Invoice) for Each Show:

( ) I will like to pay by credit Card, please call me at (Enter Phone # if deferent from above): \_\_\_\_\_

( ) I am paying by Check (Please Mail you check with your application)

**Rules & regulations**

American Gem Expo (AG-Expo) or (AGE) reserves the right to terminate any and all contracts and remove vendors, exhibit, exhibitor, person, promotion, activity, practice, and product that it finds unacceptable. All items sold at the show shall be approved by AG-Expo. Booths shall be kept clean, and all tables neatly covered. Dealers shall be responsible for their taxes and transactions. All exhibit facility safety and security regulations must be followed, and hazards must be reported to show management or facility personnel. Applicant agrees that he or she by signing this contract, has read and agrees to all AG-Expo rules in this contract. AG-Expo shall be held forever free and Discharged of all responsibility, personal and all liability, loss, injury and damage in connection with this show.

**Set-Up and Break-Down:** Show management reserves the right to prohibit vehicle access to the show floor. Breakdown of all exhibits will begin at end of Show. AG-Expo reserves the right to Fine or Expel an exhibitor for Breaking-Down their Booth early. Please respect customers who are still shopping prior to Show closing time All exhibits must be removed no later than 9 p.m. Any booth or materials not removed by 9 p.m. will be stored at exhibitor's expense and risk. Request for Electrical hook-up should be submitted with application. Electrical request at the show will be charged an additional 20% of the Electrical hookup cost. Failure to vacate building by 9 pm may result in per hourly fee as charged by the venue, or \$40.00 per hour or portion thereof, for security overtime charges. All Load in and Load-Out must be done in the Security Load-in Load-out Area.

**Definition and Use of Booth:** Booth sharing is not permitted unless authorized by AG-Expo. No booth or any space within said booth may be assigned or shared without prior authorization by show management. No exhibitor will be allowed on the show floor until booth space is paid in full. Show management reserves the right to reserve and reassign/relocate space for any reason to benefit the show. Show management reserves the right to remove any materials, signage or booth which does not conform to the overall theme of the Expo. No material may exceed the wall height of 8 feet without prior permission of show management. No exhibitor may use aisles for displays, signs, merchandise or promotional materials. All exhibitors located near fire exits will keep path to emergency exit doors free and clear of any and all obstructions.

**Insurance, Liability & Security:** All contractors, exhibitors, and/or their agents are responsible for their own insurance. AG-Expo or any of its employees will not be responsible for injury, loss or damage from fire, storms, water, electricity, theft, labor disputes, and acts of other exhibitors, acts of God or any cause whatsoever. The exhibitor releases AG-Expo from all responsibility upon the signing of this contract.

**Damages:** Exhibitor is solely responsible for booth space. Any damage resulting from abuse or neglect of exhibitor booth space or exhibit hall is the responsibility of the exhibitor.

**Utilities:** AG-Expo will provide general exhibit hall heat, lighting and bathroom facilities during the show. Any exhibitor requiring electricity, water or phone service specifically for their booth space must request such services in advance with their contract.

**Exhibitor Responsibility:** Exhibitors are responsible for the appearance and cleanliness of their booth. No exhibitor will be allowed to breakdown or remove merchandise or exhibit material before the end of the show. Exhibitor is also responsible for collecting and submitting all necessary Retail Sales Tax Collected to the City & State where the Shows are held.

**Cancellation of Event:** AG-Expo will only send out E-mail updates for Cancellation & Changes to this Schedule. Exhibitors will be responsible for providing their correct E-mail and updated E-mail to receive updates regarding Venue Changes, Cancellation, and or other information relating to Shows they sign up for. AG-Expo will be released from this contract if the event is unable to open due to fire, floods, natural disasters, act of war, act of God, Venue Cancellation, unforeseen circumstances, labor strike or any other event beyond the control of AG-Expo. In the event of cancellation, Ag-Expo will provide a complete accounting of all funds and, after satisfying expenses, all remaining monies will be refunded to exhibitors. Additional Regulations: AG-Expo reserves the right to enforce all the above listed regulations as well as any other regulations that ensure the safety of exhibits, exhibitors, exhibit hall and public. AG-Expo reserves the right to change the show dates or location, cancel the show and make refunds to vendors for the changed or canceled shows and be released from this contract without harm. All exhibitors are subject to the rules and regulations of the show venue.

**References:** American Gem Expo is the operator and promoter of Merchandise & Gift Expo and reference to AG-Expo is a reference to The Merchandise & Gift Expo Shows Promoter and the American Gem Expo Shows Promoter.

**Vendor Signature:**

I/We \_\_\_\_\_ (your name) release all producers, sponsors, the exhibit venue, and all individuals and Organizations and companies, American Bead Shows, American Gem Expo, involved in the promotion of this show, from all liability, product, personal, injury associated with this event. I have read and understood the Cancellation Policy above, and also understand that no space is guaranteed until the full amount of the booth fee has been paid. I have read the rules for this event and agree to them.

( ) Send Me Confirmation By E-Mail. Please Re-Enter Your E-Mail Address Here: \_\_\_\_\_

( ) Send Me Confirmation Fax: Please Re-Enter Your Fax Number Here: \_\_\_\_\_

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

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

**Below this Section for American Gem Expo Approval Signature Only:**

**(Vendor: Please Do not write below this Section)**

Approved By American Gem Expo Personnel: \_\_\_\_\_

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

Comments: \_\_\_\_\_

**SEE PAGE-4 BELOW FOR COMPLETE VENUE ADDRESSES**

**Send Completed Application to Address Below or Fax Application to:**

**American Gem Expo**

P.O. Box 490803, Atlanta, Georgia, 30349.

**Fax to: (404) 806 - 0183**

**SEE PAGE – 4 BELOW**

**COPY & USE THIS PAGE FOR YOUR REFERENCE**

See Detailed Venue addresses Below.

Mark shows you selected on page 2 and Copy this Page for your reference

## American Gem Expo

P.O. Box 490803, Atlanta, GA 30349

### 1<sup>st</sup> Half of 2010 Exhibitor Application

Phone: (770) 739-0057 ■ Fax: (404) 806-0183 ■ Web: [www.americangemexpo.com](http://www.americangemexpo.com) ■ E-mail: [info@americangemexpo.com](mailto:info@americangemexpo.com)

**Show Days & Ours**

No. of Show Days	Show Days	Show Hours		
		Day	From	To
2 day Shows	Sat & Sun	Saturday	10 AM	5PM
		Sunday	10AM	5PM
3- day Show	Fri/Sat/Sun	Fri	12PM	5PM
		Sat	10AM	5PM
		Sun	10AM	4PM

Please send us your current E-Mail Address to receive Updates.

Also update your contact info with us should your E-Mail address Change

For Exhibitor Reference Use

✓ Check Shows You Selected on Page-2, Copy & Keep this Page for Your Reference				Comments and Notes
Show Dates	No of Days	Show Venue	Show Venue & Address	Notes
Jan 1		-----OFF	New Year Holiday	
<b>Jan 9, 10</b>	<b>2</b>	Atlanta, GA	Double Tree Hotel – 1075 Holcomb Bridge Road, Roswell, GA 30076	<b>Roswell/Atlanta Area</b>
Jan 16, 17	2	Charlotte, NC	Metrolina Expo Center – 7100 Statesville Road, Charlotte, NC 28269	Previously Pensacola, FL
<b>Jan 23, 24</b>	<b>2</b>	Cincinnati, OH	Crown Plaza Hotel – 5901 Pfeiffer Road, Cincinnati, OH 45242	
Jan 30, 31	2	Birmingham, AL	Pelham Civic Center – 500 Amphitheater Road, Pelham, AL 35124	
<b>Feb 5, 6, 7</b>	<b>3</b>	Nashville, TN	Tennessee State Fair Ground – 625 Smith Avenue, Nashville, TN 37203	
Feb 13, 14	2	-----OFF	Valentine's Day	
<b>Feb 20, 21</b>	<b>2</b>	-----OFF	No Show	
<b>Feb 27, 28</b>	<b>2</b>	Memphis, TN	Agri-Center International – 7777 Walnut Grove Road, Memphis, TN 38120	Previously West Palm Bch
March 6, 7	2	Louisville, KY	Mellwood Arts Center – 1860 Mellwood Ave, Louisville, KY 40206	
March 13, 14	2	Pensacola	Pensacola Civic Center – 201 East Gregory Street, Pensacola, FL 32502	Previously Raleigh, NC
March 20, 21	2	Winston Salem, NC	Winston Salem Convention Center – 301 West 5 <sup>th</sup> Street, Winston Salem, NC 27101	
<b>March 27, 28</b>	<b>2</b>	Wilmington, NC	Venue Pending	Previously Asheville
April 4	2	-----OFF	Easter Sunday	
<b>April 10, 11</b>	<b>2</b>	Atlanta, GA	Double Tree Hotel – 1075 Holcomb Bridge Road, Roswell, GA 30076	<b>Roswell/Atlanta Area</b>
April 17, 18	2	Asheville, NC	Doubletree Hotel – Biltmore: 115 Hendersonville Road, Asheville, NC 28803	Added Asheville
<b>April 23, 24, 25</b>	<b>3</b>	Cincinnati, OH	Crown Plaza Hotel – 5901 Pfeiffer Road, Cincinnati, OH 45242	
<b>May 1, 2</b>	<b>2</b>	Indianapolis, IN	Venue Pending	
May 9	2	-----OFF	Mother's Day	
<b>May 15, 16</b>	<b>2</b>	Memphis, TN	Agri-Center International – 7777 Walnut Grove Road, Memphis, TN 38120	
<b>May 22, 23</b>	<b>2</b>	Lexington, KY	Lexington Convention Center – 430 West Vine Street, Lexington, KY 40507	
May 29, 30	2	-----OFF	Memorial Day Weekend	
<b>June 4, 5, 6</b>	<b>3</b>	*West Palm Beach, FL	Marriott Hotel – West Palm Beach, 1001 Okeechobee Blvd, West Palm Beach, FL 33401	Across From West Palm Bch Convention Center
June 12, 13	2	Birmingham	Pelham Civic Center – 500 Amphitheater Road, Pelham, AL 35124	
June 19, 20	2	Raleigh, NC	New Venue to Be Announced	
<b>June 26, 27</b>	<b>2</b>	Pensacola, FL /Mobile	Pensacola Civic Center – 201 East Gregory Street, Pensacola, FL 32502	

\* See notes on far right column of each Show date

Have a Great 2010 Year and wishing you the Best in your endeavors!!!!