

# LouisvilleWeddingNetwork.com



Event Date: Friday, January 6, 2012; 5-9 pm  
Kentucky International Convention Center Cascade Ballroom: Louisville, Kentucky  
Set up time: Friday, January 6, 2012 from 12:00 pm – 5:00 pm

[info@LouisvilleWeddingNetwork.com](mailto:info@LouisvilleWeddingNetwork.com)

**Cost of Booth \$295.00** (Until November 30, 2011)  
After this date, cost of booth will increase to \$350.00

### VENDOR INFORMATION

Vendor Name: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Type of Business: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Address of Business: \_\_\_\_\_  
Website \_\_\_\_\_  
Name of Authorized Signatory and Title: \_\_\_\_\_

### PAYMENT INFORMATION

Credit Card \_\_\_\_\_ Check \_\_\_\_\_ Make Check payable to: **The Louisville Wedding Network, Inc.**  
Mastercard and Visa only (\*note – an additional 3% convenience fee applies to all credit card payments)  
Type: \_\_\_\_\_ Credit Card #: \_\_\_\_\_  
Exp: \_\_\_\_\_ Security Code: \_\_\_\_\_  
Name on Card: \_\_\_\_\_  
Billing Address: \_\_\_\_\_  
Authorized Signature of Card Holder: \_\_\_\_\_

- We will provide you with one 8-foot rectangular table.
- All tables will be provided with a linen.
- This is a boutique-type show. As such, no pipes, drapes, hooks or attachments are provided. Vendor is responsible for its own backdrops or displays.
- Each booth will be provided with 2 chairs.
- Booth placement: The Louisville Wedding Network, Inc., in its sole discretion, reserves the right to assign and/or reassign and/or change the location of all spaces or booths up to the day of the Wedding Show.

### SET UP

You may pull your vehicles to the front or side doors to unload your equipment. However please be mindful of others who wish to do the same by unloading and quickly removing your vehicle. Vehicles must be removed from entrance ways no later than 4:30 pm on the date of the Event. All booths must be set up by 4:45 pm.

### REMOVAL

Vendor may remove its booth or its belongings only after all public guests have vacated the exhibit area or otherwise instructed by The Louisville Wedding Network, Inc. Any excessive clean-up costs shall be paid by Vendor.

### ELECTRICITY

Electricity is available by separate agreement with the Kentucky International Convention Center for an additional fee of \$40.00 if ordered prior to the show date. Electric purchase on the day of the show is \$145.00.

**AGREEMENT**

The Louisville Wedding Network, Inc., a Kentucky corporation, has the right to cancel any exhibitor space at any time without penalty or notice. The Louisville Wedding Network, Inc. also has the right to reject any advertisements for any reason, and may ask that other suitable advertisements be provided. The Vendor agrees to defend, indemnify and hold harmless The Louisville Wedding Network, Inc. from all actions resulting in Vendor's violation of any laws in regards to submissions for this event. The Vendor further agrees that he, she or it is the owner of Vendor or has permission to use any materials submitted for the event. Vendor accepts all terms and conditions defined in this Agreement.

**ADDITIONAL TERMS AND CONDITIONS:**

1) **NO** booth sharing or subletting. Only the Vendor listed above is permitted to display its products/services. Vendors shall not to allow other businesses, organizations and/or individuals to display products/services in its booth.

2) Vendor agrees to use the list of brides' names from this show only for the use of the Vendor signed below only and not to share such information with any third party. (Warning – we plant bogus names in our list in order to verify this condition)

\_\_\_\_\_ **Please initial here to show your agreement with Item #2**

3) We do not provide any type of vendor signage, nor guarantee the extent of advertising for the Event.

4) The Louisville Wedding Network, Inc. reserves the right to cancel this show in the event of inclement weather or for any other reason in its sole discretion. In the event of such a cancellation, every effort will be made to reschedule this show to another date. No refunds will be given in the event of cancellation.

5) The Louisville Wedding Network, Inc. makes no guaranty or warranty as to Vendor's performance and/or sales revenues generated as to the Event.

6) A non-refundable retainer of \$50.00 is due with signed agreement to the address below by November 1, 2011. The balance of payment is due in full by November 30, 2011. **However, we advise you to send your contract and deposit as soon as possible since certain vendor categories are limited.** All payments, in full or partial, are absolutely non-refundable.

7) This Agreement is binding only if signed by both The Louisville Wedding Network, Inc. and Vendor.

8. This Agreement is governed by the laws of the Commonwealth of Kentucky without regard to its conflicts of laws rules and any and all legal actions shall be filed in state or federal court in Louisville, Jefferson County, Kentucky.

The undersigned hereby acknowledges that its business operations are in full compliance with any and all laws, rules, ordinances, statutes or regulations and, furthermore, has procured any licenses with respect to its operation. LWN may, in its discretion, request copies of applicable licenses from the undersigned. The undersigned further acknowledges that it has adequate insurance coverage with respect to its operations.

\_\_\_\_\_  
Vendor Signature Title/Authorized Signature Date

\_\_\_\_\_  
The Louisville Wedding Network, Inc. Title/Authorized Signature Date

Send signed Agreement and payment to:  
**(Make check payable to "The Louisville Wedding Network, Inc.")**

The Louisville Wedding Network, Inc.  
c/o Rick Way, Treasurer  
638 N Hwy 31E Bypass #102  
Mt Washington KY 40047



**Or if you prefer....**

Fax both pages of the signed Agreement to 502-413-5993. If you wish to pay by credit card, please go to [www.DowntownWeddingShow.com](http://www.DowntownWeddingShow.com), click on the BOOTHS page and pay using our secure online system.