



VENDOR APPLICATION

Date of Event: Friday, March 23 – Sunday, March 25, 2018 at DeVos Place

Thank you for your interest in being a vendor at the Xcel State Meet. Please note space is limited. Only gymnastics merchandise retailers and/or products that appeal to expected attendees will be considered. Due to venue rules no food vendors are allowed. Applications will be reviewed by the planning committee and accepted on a first come, first served basis. No applications will be accepted after Friday, February 23. Accepted vendors will be notified on or before February 26. Once accepted the deposit and any optional item fees must be received by March 5.

Space

Booth space is 10' x 10' and may not be sublet or shared. A booth representative must be available during the duration of the event, approximately 8:30 AM – 8:30 PM each day.

Cost

Participating vendors agree to pay a rebate to the Xcel State Meet host equal to 20% of the total sales generated from the 3-day event. The rebate is due at the end of the event or no later than March 31. A \$1,500 deposit is required to confirm your participation; it will be applied as a credit against the rebate at the conclusion of the event. Items available from the venue at an additional cost include:

- (1) 6' table with linen and (2) chairs, \$25 each set
- (2) Electrical access during event, \$75 flat
- (3) Internet connectivity, \$75 flat
- (4) Advertisement in event program
 - ¼ page advertisement \$250
 - ½ page advertisement \$500

Logistics

Load in and set up will be Thursday, March 22 at 8:00 PM. Detailed instructions will be provided the week before the event. Tear down is Sunday, March 25 after the last award session, approximately 8:00 PM.

To be considered complete and e-mail the following to grkris2005@gmail.com

- Business Name
- Website
- Description of product/service
- Primary Contact
- E-mail
- Phone
- Address

Additional Requirements

- WI-FI
- Electric Outlet (20 amps/ 110 volt
- _____ Table(s) with linen and chairs
- Ad | Size: _____