EXHIBITOR/VENDOR APPLICATION FORM

Deadline: August 20, 2014

2014 Women Veterans Summit
Spokane Convention Center
334 West Spokane Falls Blvd.
Spokane, WA 99201
September 20, 2014

The Washington State Department of Veterans Affairs is pleased to invite your organization/company as an exhibitor or vendor to participate in the Women Veterans Summit, dedicated to the unique needs of women veterans. Exhibitors are an integral and exciting part of our program. Participants look forward to visiting with exhibitors/vendors and learning more about available resources and products. To join us for the Summit, please return the enclosed exhibitor application today!

EXHIBITOR TABLES

All exhibitor table space will be $250 per table. Non-profit tables are $150 per table. tabletop displays are permitted. All display materials must fit on the table and not extend into surrounding areas. **Electrical needs are the responsibility of each exhibitor and need to be added to the table fee. Electricity is an additional $25.00 per vendor (fee imposed by the Convention Center) for a total of $275 (table +electricity), if you choose to have electrical power at your table. Non-profit tables are $175 with electricity. You will receive an Exhibitor Packet 2-3 weeks prior to the conference with instructions.

Your Exhibitor commitment includes the following benefits: complimentary lunch; one 6’ skirted exhibit table with two chairs; access to over 500 women veteran attendees.

EXHIBITOR HOURS OF OPERATION (Main Ballroom 100-C):
Open Exhibit Hours 7:00 am-3:00 pm
* Please be sure your table is staffed during all open exhibit hours.

DEADLINE

Application deadline: August 20, 2014. WDVA reserves the right to approve exhibitors. We will review all applications and contact all vendors and organizations to confirm participation as soon as possible after applications are received. Please be aware that exhibitor space is limited so exhibitor applications are accepted and reviewed on a first come, first served basis.

IMPORTANT NOTE: You must return this completed application, the signed exhibitor contract, and the exhibitor’s fee before a space will be assigned.

DISCLAIMER

WDVA will not be liable to any party for any direct, indirect, special, punitive or consequential damages suffered, including but not without limitations.

Damages caused by failure of performance, negligence and disaster or under any cause of action. No information, product or services provided by any wholesale/retail provider is guaranteed by WDVA disclaims any warranty as to the accuracy of any data or product provided by an independent wholesale/retail provider.

This disclaimer of liability applies to any damages or injury caused by any failure of performance, bankruptcy, disaster, error, omission, interruption, deletion, defect, delay in operation or transmission theft or destruction or unauthorized access to, alteration of, or use of record, whether for breach of contract, tortuous behavior, negligence, or under any other cause of action. You specifically acknowledge that WDVA is not liable for the defamatory, offensive or illegal conduct of wholesale/retail providers or third parties and that the risk of injury from the foregoing rests entirely with you.

This agreement shall be construed and controlled by the laws of the State of Washington. Further, any dispute arising from the terms of this agreement or breach of this Agreement will be governed by the laws of the State of Washington. Customers/Exhibitors agrees to personal jurisdiction by the state and federal courts sitting in the State of Washington. By sending in the required application you agree to all the terms and conditions.
Exhibitor Tables
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Organization/Vendor Contact Information

Contact Name/Title:  
Organization Name:  
Street Address:  
City, State, Zip:  
Phone:  
Fax:  
Email:  
Website:  

Name of Attending Representative(s)

Name 1:  
Name 2:  
Email address:  
Email address:  
Contact phone:  
Contact phone:  

Description of services, information, or products to be displayed or sold (50 words or less)

All tables are $250 without electricity or $275 with electricity. Non-profit tables are $150 without electricity or $175 with electricity.

We can only accept checks for payment. Please make checks payable to WDVA WVAAC and send your payment to: WDVA, Attn: Barbara Logan, PO Box 41155, Olympia, WA 98504-1155

Please fax this form to: 360-586-1093 or Scan and email to barb@dva.wa.gov

You MUST register as an Exhibitor for the Summit on the following website: https://www.regonline.com/register/checkin.aspx?EventId=1529730&MethodId=0&EventSessionId=&startnewreg=1

VENDOR CONTRACT: By signing up below, I certify that I have read, understand and agree to abide by the regulations of the Spokane Convention Center agreement as well as laws, codes and regulations that apply to doing business at the Spokane Convention Center and the State of Washington. All exhibitors will be located in the Main Ballroom – 100-C.

http://www.spokanecenter.com/exhibitor.php

I agree to hold harmless WDVA and all their Officers, employees, representatives, directors or agents from and all against all liability claims, suits, damages, levies, costs, losses and fees including attorney fees arising out of or related to my activities with the 2014 Washington State Women Veterans Summit.

Signature: ___________________________________________________________