

## Vendor Application Form: Bourbon and Blush Wedding Showcase

**Hello there!** The Wedding Showcase will be held on *Saturday March 4<sup>th</sup>*, 2023 from 11am-4pm

The event will take place at *The Camelot Golf Club : W192 State Road 67 Lomira WI*. Free parking is available for all.

**\*\*We will be only accepting a limited amount of each vendor per category to put together a well-rounded wedding showcase. We cannot guarantee a spot if you wait to book. As always – reach out if you are wanting to see if there is still a spot left for your category. \*\***

### Please complete the information below:

Company Name: \_\_\_\_\_

Company Point of Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Facebook/Instagram name/tag: \_\_\_\_\_

Door prize being given away?    *YES*        *NO*        Door prize Value: \_\_\_\_\_

Please describe your door prize: \_\_\_\_\_

### Vendor Categories (*Please check one*)

- |  |   |                                      |
|--|---|--------------------------------------|
| <input type="radio"/> Bachelor(ette) Parties   | <input type="radio"/> DJs & Entertainment | <input type="radio"/> Hair & Makeup  |
| <input type="radio"/> Cakes, Candy, Desserts   | <input type="radio"/> Registries          | <input type="radio"/> Transportation |
| <input type="radio"/> Videographers            | <input type="radio"/> Travel/Honeymoon    | <input type="radio"/> Caterers       |
| <input type="radio"/> Wedding Gowns            | <input type="radio"/> Tuxedos & Suits     | <input type="radio"/> Venue/s        |
| <input type="radio"/> Wedding Planners         | <input type="radio"/> Photobooths         | <input type="radio"/> Officiants     |
| <input type="radio"/> Invitations & Stationery | <input type="radio"/> Photographers       | <input type="radio"/> Florists       |
| <input type="radio"/> Jewelry & Gifts          | <input type="radio"/> Party Rentals       | <input type="radio"/> Misc. Vendor   |
| <input type="radio"/> Ceremony Musicians       | <input type="radio"/> Spa, Fitness etc.   |                                      |

### Please select from the following options:

- Check here for a 6' Banquet Table
- Check here for an 8' Banquet Table
- Check here for NO linen/skirt rental
- Check here for electrical outlet (+\$25.00 – must supply extension cords and tape to tape down cords)
- Check here if you're wanting to incorporate any materials (up to ONE 8x10sheet) into the swag bags handed out to every bride/groom (DUE BY FEB. 25, 2023)
- Check here if you're wanting MORE than 1 booth: \_\_\_\_\_
- Special request if any \_\_\_\_\_

### Rules, Terms and Conditions: **MUST READ AND INITIAL**

1. **BE ON TIME.** Setup will be FRIDAY – March 3rd from 3pm-7pm and resume at 7am on Saturday March 5, 2023. Everyone **MUST** be ready to go BY show start time at 11am. (*Initial here*)\_\_\_\_\_
2. **LEAVE ON TIME.** The vendor portion of the event ends at 4pm. Please stay for the entire event. Due to the nature of this type of function and potential customers meeting with vendors, you are allowed to stay open up to 30 minutes past the end of the show. Please be sure to bring enough help for setup/takedown as we cannot guarantee staff to help your booth. When loading and unloading – please use the SIDE DOOR to the Grand Hall. Or the door in the hallway between Jesters and the Grand Hall. This will guarantee an easier enter/exit while attendees are gathered in the bar area for cocktails. (*Initial here*)\_\_\_\_\_
3. **BE INTERACTIVE.** During the event, be willing to introduce yourself and explain to guests who you are, what you do and ask for their business. We want guests to feel welcome and enjoy the show. Sitting behind a booth isn't very fun or interactive – lets work together to help make this show an enjoyable experience for all and one they can remember/tell all their friends about! (*Initial here*)\_\_\_\_\_
4. **NO OUTSIDE SOLICITATION.** If there are vendors who are visiting the expo to see what its all about, they are not allowed to solicit any guests for their business. Swapping business cards with vendors is allowed. If an outside/visiting vendor is handing out their information or leaving their business cards in 'convenient locations' for

guests to pick up, then they will be immediately escorted out of the showcase. If you witness this at any time during the show, please let us know immediately. (Initial here)\_\_\_\_\_

5. **MUST HAVE.** Food Handlers License. Any vendor providing food must provide their Food Handlers License along with this form. (Initial here)\_\_\_\_\_
6. **SOCIAL MEDIA POST.** Vendors are asked to share the event flyer at least once on their social media pages (Facebook/Instagram etc.) with the hashtag : #bourbonandblushweddingshowcase to help promote this event. (Initial here)\_\_\_\_\_
7. **FREE TICKETS.** Each vendor will be given 4 tickets to give away on their platforms. Have a contest on your page to give them away, give them to your clients...whatever you choose to do with them. These tickets will be sent out around February 18<sup>th</sup>, 2023. (Initial here)\_\_\_\_\_
8. **DON'T SHARE YOUR BOOTH.** Only one business per booth. Please do not share a space or promote other businesses in your booth. This booth is a chance to have you and your hard work shine! (Initial here)\_\_\_\_\_
9. **DUE.** Payment and registration MUST be received BY February 18<sup>th</sup>. ((We do NOT suggest waiting until February 18<sup>th</sup> to sign up as we cannot guarantee ANY booths will be available by then)) (Initial here)\_\_\_\_\_
10. **SWAG BAG MATERIAL.** If including any artwork/brochures/flyers into the swag bags, please have materials handed in BY FEBRUARY 25<sup>th</sup>, 2023. ANY materials given after 2/25/23 will NOT be included into the free swag bags handed out to brides/grooms. Only ONE up to 8x10 size flyer/brochure. (Initial here)\_\_\_\_\_
11. **LOGO.** Please email a high resolution image of your logo to [bourbonandblushweddingshowcase@gmail.com](mailto:bourbonandblushweddingshowcase@gmail.com) so we are able to share! Thank you! (Initial here)\_\_\_\_\_
12. **PAYMENT/SUBMITTING FORM INFORMATION.** Please print this form and fill it out and either mail to the Camelot at the address listed below OR Scan it in and email back to the email listed below. Checks can be written and mailed out to The Camelot with Bourbon and Blush in the memo line. Credit Card is accepted with a 3% credit charge.(Initial here)\_\_\_\_\_

**Final disclosure, information, and signature:**

Any damages to the venue that is specific to a vendor are at the expense of that vendor. All decorations, sound/electrical equipment or supplies must be provided by the vendor. All Wedding Showcase vendors and their employees must confine their activities to their exhibit space. Handouts, including literature, giveaways and promotional materials may be distributed from your space ONLY. These items may not be distributed in the aisled, parking lot or other booth spaces. All Vendors must limit noise to an acceptable level. Acceptable level is defined as low enough that two people 8ft away from space can speak without having their voices beyond a normal conversation level. Exhibit space will NOT be reserved without payment. Due to limited space, we cannot offer refunds due to cancellations. It is the responsibility of the vendor to provide all artwork: logos for print materials by the deadline. Any items received after the deadline, even with payment, are NOT guaranteed inclusion. There will be NO refunds for failure to provide artwork nor will your artwork be pulled from your website, Facebook page etc. for you.

*By signing this agreement, I have read all the terms, conditions and rules in the above forms and do so agree to them.*

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

For additional information, please contact **Renee Hattaway** at **920-763-4253** or [\*\*bourbonandblushweddingshowcase@gmail.com\*\*](mailto:bourbonandblushweddingshowcase@gmail.com).

**The Camelot Golf Club**  
**W192 State Road 67**  
**Attn: Bourbon and Blush**  
**Lomira WI, 53048**

