

DATE RECEIVED: \_\_\_\_\_

BOOTH#: \_\_\_\_\_

# NEXUS holistic EXPO 2007

Connect with your community - explore, grow and change the world 

November 17<sup>th</sup> & 18<sup>th</sup> Denver Merchandise Mart  
EXHIBITOR APPLICATION/AGREEMENT

BOOTH: \_\_\_\_\_ DATE: \_\_\_\_\_

BOOTH DESCRIPTION FOR PROGRAM AND WEBSITE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## CONTACT INFORMATION

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Tel: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Cell: \_\_\_\_\_

## BOOTH INFORMATION

Booth # Requested 1<sup>st</sup> Choice: \_\_\_\_\_

Booth # Requested 2<sup>nd</sup> Choice: \_\_\_\_\_

Booth # Requested 3<sup>rd</sup> Choice: \_\_\_\_\_

Check our web site for booth layout and availability at:  
[www.nexusholisticexpo.com](http://www.nexusholisticexpo.com). Or call us at 303-442-6662.

### Add-Ons

- 50 minute Promotional presentation – Slots limited - \$100 (includes microphone but not a projector for PowerPoint presentations)
- Extra Expo Passes \$7.00each (4 come with Full booths – 2 come with Half booths)
- Electricity - \$55 pre-paid or \$80 day of Expo
- Ads in expo program: please call 303-442-6662
- Ads in Nexus Nov/Dec 07 issue (discounted for exhibitors) Please call 303-442-6662

Booths may be shared.

Booths assigned on first come/first serve basis.

Some exhibitor categories will have quotas.

**Internet service is provided** by the Merchandise Mart for the cost of \$9.99 for one day, \$18.99 for two days. Click on the icon that appears on your computer and pay with a credit card.

### Corner Booth - \$625 until 10/16/2007

10' x 10' Floor Space \*  
(2) 6' x 30" Tables \*  
(1) 4' x 30" Table \*  
2 chairs  
Wastebasket  
4 Expo passes\*\*

### Regular Booth - \$550 until 10/16/2007

10' x 10' Floor Space \*  
(1) 6' x 30" Table \*  
2 chairs  
Wastebasket  
4 Expo passes\*\*

### Half Booths - \$350 until 10/16/2007

**(Corner booths may not be split into half booths)**  
5' x 10' Floor Space \*  
(1) 4' x 30" Table \*  
1 Chair  
Wastebasket  
2 Expo Passes\*\*

\* Please note that booths do not come with Pole and Drape and the tables are not covered. Exhibitors are responsible for booth dividers if desired and drapes for tables.

\*\*Expo passes are good for the Exhibitor Hall and all speakers

## SALES TAX INFORMATION

If you are selling a product you must have a **State of Colorado AND City of Denver Special Event Sales License**. If you are providing a service no information is needed.

• **Colorado Special Event License:** If you already have a Colorado Sales Tax I.D. #, the State of Colorado Special Event License is free; otherwise a single event permit is \$8.00. Please go to [www.taxcolorado.com](http://www.taxcolorado.com) and download form #DR-0589 or call (303) 238-7378 to apply for the Special Event License.

**State of Colorado Special Event License :**

# \_\_\_\_\_

• **Denver Special Event Sales Tax License:** If you will be participating in a special event in Denver, and will be making retail sales, a Denver Special Event Sales Tax License is required. The Special Event License fee is \$5.00. If you are already a regularly licensed Denver vendor with a current Denver sales tax license, no additional license or fee is required. Please include any sales made at the special event in your regular sales tax return for that period. Please go to [www.Denvergov.org/treasury](http://www.Denvergov.org/treasury) and click on Special Event Tax Info on left side to download application if needed or call (720) 865-7018. If you need further assistance, please call our office and we will be happy to assist you.

If you are already a regularly licensed Denver vendor with a current Denver sales tax license, no additional license or fee is required. Please indicate Yes or No that this is the case.

I am a regularly licensed Denver Vendor: Yes/No  
If no, please enter number below.

**City of Denver Special Event License:**

# \_\_\_\_\_

## PRODUCT INFORMATION

Please provide specific information (including Brand Names) on all products, services and activities for display or to be sold. Any product or service NOT listed may not be sold, offered, or referred to in exhibit.

R.E. food and beverages - all foods need to be pre-packaged. See Food & Beverage Sampling

Product/Service #1: \_\_\_\_\_

Product/Service #2: \_\_\_\_\_

Product/Service #3: \_\_\_\_\_

I will be offering Samples of Food and/or Beverages Yes/No.

## MULTI-LEVEL MARKETING COMPANIES

MULTI-LEVEL MARKETING COMPANIES: Nexus Holistic Expo will not approve applications for booth rental from representatives, consultants, sales associates, or others whose product or service is provided by a company that relies on multi-level marketing, network marketing or similar methods for selling and distributing the company's products/services. Find a detailed explanation of why we have this policy at these web addresses: [falseprofits.com/NexusEditorial.html](http://falseprofits.com/NexusEditorial.html), [www.nexuspub.com/articles/1999/jan99/mlm1.htm](http://www.nexuspub.com/articles/1999/jan99/mlm1.htm).

NHE reserves the right to revoke an application or contract with no compensation or recompense if an Exhibitor is found distributing literature, distributing samples, selling products or selling services which are offered/produced/manufactured by a company that utilizes a multi-level, network marketing or similar sales and/or distribution system.

Please initial here that your booth will not be promoting a multi-level marketing or network marketing company:

\_\_\_\_\_

## MARKETING MATERIALS

Please indicate quantities of Marketing Materials you would like to receive from us (complimentary). Delivery will be approximately 30 days before the Expo.

Postcard Flyers (4"x 6"): \_\_\_\_\_

Posters (8" x 14"): \_\_\_\_\_

Current issue of Nexus: \_\_\_\_\_

Would you like to receive Nexus on a regular basis? \_\_\_\_\_

If yes, how many complementary copies? \_\_\_\_\_

## PAYMENT INFORMATION

### Booth Fees if postmarked or received by:

**Booth payments are due in full. We do not accept deposits or offer payment plans.**

**Some categories have quotas**

**Category for Aura Photography is Full**

May 1 - July 15<sup>th</sup>

Corner - \$575

Regular \$500

Half \$300

July 16th - Oct 15<sup>th</sup>

Corner \$625

Regular \$550

Half \$350

Oct 16th - Nov. 16th

Corner \$675

Regular \$600

Half \$375

Corner Booth: \$ \_\_\_\_\_ Regular Booth: \$ \_\_\_\_\_ Half Booth: \$ \_\_\_\_\_

50 Minute Promotional Presentation (\$100): \$ \_\_\_\_\_

Name of Presentation: \_\_\_\_\_

Description of Presentation and image to be used on website and in Expo Program: We prefer that you send us this via email if possible to [service@nexuspub.com](mailto:service@nexuspub.com). You may also send it to us on a disk or drop it by our office at 1680 6<sup>th</sup> St., Boulder, CO 80302.

Electricity \$55: \_\_\_\_\_

Extra Expo Passes \$7.00 each: \$ \_\_\_\_\_ (enter # of passes)

Ads in expo program: please call: \$ \_\_\_\_\_

Ads in Nexus Nov/Dec 07 issue (discounted for exhibitors) please call 303-442-6662: \$ \_\_\_\_\_

Sponsorship opportunities \$500-\$5000. Please call 303-442-6662. Enter agreed-upon sponsorship amount here: \$ \_\_\_\_\_

**Total – Please enter the total for all of the options you have chosen: \$ \_\_\_\_\_**

Credit Card: **Visa** or **MasterCard** (circle one)

CC #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Billing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Signature of Contact Person: \_\_\_\_\_ Date: \_\_\_\_\_

Signature on Credit Card: \_\_\_\_\_ Date: \_\_\_\_\_

**SUBMIT YOUR APPLICATION/AGREEMENT**

**To Mail us your application/agreement:**

**Send to:**

**Nexus  
1680 6<sup>th</sup> St., Suite #6  
Boulder, CO 80302**

**To Fax us your application/agreement:**

**Fax us at:  
303- 442-7596**

PLEASE ENTER ANY SPECIAL INSTRUCTIONS OR COMMENTS HERE: \_\_\_\_\_

## EXHIBITOR INFORMATION

Nexus Holistic Expo is produced by Nexus Publishing Inc. Herein the names, "Nexus Holistic Expo," "NHE," and "Nexus Publishing," will all refer to Nexus Publishing Inc. and its authorized personnel.

**MULTI-LEVEL MARKETING COMPANIES:** Nexus Holistic Expo will not approve applications for booth rental from representatives, consultants, sales associates, or others whose product or service is provided by a company that relies on multi-level marketing, network marketing or similar methods for selling and distributing the company's products/services. Find a detailed explanation of why we have this policy at these web addresses: [falseprofits.com/NexusEditorial.html](http://falseprofits.com/NexusEditorial.html), [www.nexuspub.com/articles/1999/jan99/mlm1.htm](http://www.nexuspub.com/articles/1999/jan99/mlm1.htm).

NHE reserves the right to revoke an application or contract with no compensation or recompense if an Exhibitor is found distributing literature, distributing samples, selling products or selling services which are offered/produced/manufactured by a company that utilizes a multi-level, network marketing or similar sales and/or distribution system.

### MATERIAL HANDLING, FREIGHT SERVICE, FURNISHINGS

**RESPONSIBILITY FOR FREIGHT AND FURNISHINGS:** Exhibitor is solely responsible for transporting, storing, handling and providing security for his or her belongings, products and materials. Shipping to the Denver Merchandise Mart. Freight will be accepted 10 business days prior to the event, stored and locked on the Denver Merchandise Mart Dock—Freight delivered MORE than 10 business days before the event may be refused. Shipping label MUST include the following information:

Name (personnel on site to receive freight)  
Denver Merchandise Mart  
451 East 58th Avenue  
Denver, Colorado 80216  
Name of Event  
Date of Event  
Building  
Company Name & Booth Number

### BOOTH SET-UP/BREAKDOWN

Denver Merchandise Mart— Expo Building  
451 East 58th Avenue, Denver, CO 80216  
1- 800.289.6278 or 303.292.6278

**PAYMENT/PAPERWORK DUE BEFORE SET UP:** No exhibitor will be allowed to set up in their space unless payment has been made in full and all State of Colorado required paperwork has been received and processed.

**BOOTH CANCELLATION:** Booth rentals cancelled by October 1, 2007 will receive a 50% refund of total booth cost. No refunds will be issued for booths cancelled after October 1, 2007.

**BOOTH SET-UP:** Booth Set-up is Friday November 16th (time to be determined) and Saturday, November 17th from 7:00am – 9:45am. All booths must be completely set-up by 9:45am Saturday November 17th. Any booth that remains

empty and unoccupied as of 9:45am on Saturday, November 17th will be considered cancelled and may be re-rented by Nexus Publishing without any compensation to Exhibitor.

**BOOTH BREAKDOWN & REMOVAL:** Booth breakdown begins at 5:00pm on Sunday, November 18th. Exhibitors may not begin booth breakdown/removal before 5:00pm Sunday, November 18th.

A \$200 fine for early breakdowns will be strictly enforced. Exhibitor shall remove all property by 8:00pm Sunday November 18th. After this time, Nexus Publishing has the authority to remove and dispose of Exhibitor's property that is not removed from the Denver Merchandise Mart, and exhibitor agrees to pay the cost incurred by NHE in connection with such removal and disposal.

\*Please initial that you have read and understand this policy: \_\_\_\_\_

**SHOW HOURS AND BOOTH MANNING:** Booths should be manned at all times during the show hours: Saturday, November 17th 10am – 6pm and Sunday, November 18th 10am – 5pm.

**DECORATIONS:** Exhibitor shall be solely responsible for the clean up and removal of decorations used. Exhibitor shall not use glitter or confetti in any form. Any dividers or backgrounds must fit within your 10' wide x 10' deep booth space. Any divider must not show an unfinished surface to neighboring booths. Exhibitors are liable for any damage caused by their actions to floors, walls, provided booth equipment, etc. Duct tape shall not be used to attach anything to anything not belonging to the Exhibitor. Staples and tacks may not be used on provided tables.

**PASSAGEWAYS:** Exhibitor shall not obstruct any portion of the side walks, ramps, entryways, corridors, vestibules, lobbies, elevators, doorways, stairways, driveways, fire hose cabinets, and access to emergency equipment.

**HAZARDOUS MATERIALS:** Exhibitor shall not allow any flammable liquids, engines, motors, machinery, or smoking materials to be brought onto the premises, without prior written consent from NHE. No open flames, lighted candles or ignited incense/sage sticks permitted.

#### SHOW HOURS

Nexus Holistic Exhibitor Hall: Saturday 10am – 6pm - Sunday 10am - 5pm  
Nexus Holistic Expo Speakers: Saturday & Sunday 10:30am – 5pm

#### TERMS OF SALE

**ANIMALS:** Exhibitor shall not allow any animals on Denver Merchandise Mart premises without prior written consent from Nexus Holistic Expo.

**AUTOMOBILES** displayed on the exhibitor floor must adhere to the following rules:

- \* gas Tank must have ¼ tank or 5 gallons of fuel (whichever is less).
- \* gas tank must be taped shut.
- \* tires must be washed on dock before entry of hall.
- \* batteries must be disconnected.
- \* visqueen must be placed underneath to protect carpet.
- \* permit (\$50.00) from fire department
- \*\*a fee will be invoiced for any damaged carpet tiles.

**CHILDREN** will not be permitted in the complex during set-up and dismantling periods

**STATE AND LOCAL LAWS:** the Exhibitor is solely responsible for compliance with all state and local laws. He or she must obtain proper licenses, etc., and he/she is responsible to pay state and local license fees, taxes, and other obligations of whatever nature which are related to his/her specific use of the Denver Merchandise Mart premises.

**TREATMENTS:** Any Exhibitor that is a Licensed or Certified Healthcare Practitioner and who provides treatment services at the Nexus Holistic Expo must have the client sign a consent form releasing the Nexus Holistic Expo, and Nexus Publishing, the Denver Merchandise Mart and the show and management and staff harmless from any injuries or negative effects of such treatment. All practitioners must abide by the Sate of Colorado laws regarding their

practice. A copy of your current license or certificate must be posted at your booth to provide these services on site.

**SECURITY AND INSURANCE:** Exhibitors are responsible for their own possessions at all times. NHE is not responsible for theft or damage to Exhibitor's products, materials or personal items. Fire, theft, etc. insurance, if desired, must be purchased by Exhibitor. Exhibitor is responsible for insuring his/her own property. NHE shall not be required to furnish insurance for Exhibitors' or any other persons' property brought onto the Denver Merchandise Mart premises.

**ILLEGAL ACTIVITIES:** No illegal activities may take place in any booth, on the Denver Merchandise Mart premises, or at any event connected to the NHE.

**NEIGHBORLY BEHAVIOR IN BOOTH:** Sound levels (voices, sound equipment, instruments, etc.) must remain respectful of neighbors. After two written reprimands from NHE management, upon a third infraction, NHE may eject the Exhibitor with no refund or other liability. Exhibitor must keep all activities related to exhibiting at the Expo within his or her booth area. This includes distribution of literature, fliers, etc.

**EXHIBITOR PASSES:** Pass holders must display their passes on their bodies at all times. NHE will not replace lost, stolen, forgotten, or otherwise missing passes. You may purchase additional passes at regular rates.

**FOOD AND BEVERAGE SAMPLING AND SELLING:** These activities must comply with the Denver Merchandise Mart guidelines and rules. Only pre-packaged food and beverage items may be sold, and these must be listed (detailed description, ingredients, portion size) in an attachment to this contract. NHE may, upon review of the products with the Merchandise Mart, prohibit Exhibitor from selling some or all of the listed items.

**PARKING:** Plenty of Free Parking is available at the Denver Merchandise Mart. All vans, campers, motor homes and other large vehicles will be required to park in the lots behind the Pavilion Building to utilize all available parking. Exhibitors are encouraged to park in the lot across Washington Street from the Expo Building.

**ISSUES NOT COVERED HEREIN:** Any matter not specifically covered in this contract shall be subject solely to the discretion of NHE.

**VIOLATION OF RULES:** Violations of Exhibitor rules shall be cause for immediate expulsion of Exhibitor without recompense or rectification by Nexus Holistic Expo or Nexus Publishing.

**RIGHT TO REFUSE OR REVOKE:** NHE reserves the right to refuse/revoke any booth rental application without explanation.

**APPLICABLE LAW:** Exhibitor shall abide by all applicable federal and state laws and regulations, and all rules and regulations of the Denver Merchandise Mart. In any action, suit or legal dispute arising from this agreement, Exhibitor agrees that the laws of the State of Colorado shall govern. The parties agree that any action or suit arising from this agreement shall be commenced in a federal or state court of competent jurisdiction in Colorado at Nexus Publishing's discretion.

**AMENDMENT:** This agreement shall not be altered changed or amended except by an amendment in writing executed by the parties hereto.

**BINDING EFFECT:** This agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns and is specifically enforceable.

**FORCE MAJEURE:** Nexus Holistic Expo, Nexus Publishing, Inc, its staff and agents, shall have no liability to Exhibitor, and Exhibitor shall have no claim or action against NHE therefore, because of NHE's failure to perform any of its obligations in this Agreement if the failure is due to unforeseen occurrences or to reasons beyond NHE's reasonable control. These occurrences or reasons shall include, without limitation, strikes or other labor difficulties, war, riot, terrorism, civil insurrection, accidents, acts of God or governmental authorities in connection with a national, state or local emergency. In such event, Exhibitor's sole remedy shall be limited to cancellation and NHE may retain such part of each Exhibitor's rental as shall be required to cover expenditures already made up to such occurrence.

**Signature acknowledges acceptance of Terms and Policies of this agreement. By signing this agreement the Exhibitor expressly releases Nexus Publishing from any and all liability for damage, injury or loss to any**

person or goods, which may arise from the rental and occupation of booth space. I have read, understand, and agree to the Nexus Publishing Policy

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