



Build Your Brand, Become an Icon

Make Checks Payable to:
Iconic Events
515 E Grant St Phoenix, AZ 85004
Vendor Line: 480-791-9866
E-Mail: mandelynn@myempirebuild.com

Event Location:
Heritage HQ
515 E Grant St
Phoenix, AZ 85004

Vendor Information

Mr. Mrs. Miss Dr. _____

Company/Brand Name: _____

Address: _____

City, State: _____

Zip Code: _____

Phone #: _____ Fax #: _____

Cell #: _____

E-Mail Address: (Please Print Clearly) _____

Web Address: _____

Facebook Address: _____

Application and Deposit Fee (non-refundable)

CHECK THE FEE THAT CORRELATES WITH YOUR BOOTH REQUEST:

Check/Credit/Debit Total

6 x 6 Booth 1 Table 2 Chairs \$650 (form of payment)_____

TOTAL DUE: \$ _____

Check Payment Cashiers Check/Money Order Debit/Credit Card

Credit/Debit Card Number: _____

Expiration Date: ____ / ____

Sec. Code: _____

Authorized Cardholder Signature: _____ Date

Signed: _____

2024 Two Page Vendor Application

Vendor Booth and Table Locations Assigned in the Order Received Vendor Show Set-Up/Move-Out Details will be emailed to you directly upon registration

Show Hours: February 20-22 9am-7pm

2024 Vendor Rules and Regulations
(Signature Required)

THE APPLICANT (Show Vendor) Agrees to hold harmless Ngente Promotions, Inc. from any and all claims, demands, suits, damages, liability, loss, expenses and attorney fees which may arise out of any action of failure to act of the applicant (**VENDOR**) or any of its employees, representatives, or assignees including but not limited to, claims of damages or loss of property, injury, harm or death to the person or any of the **VENDORS** or any of its employees, representatives or assignees. Vendors are encouraged to insure themselves against all loss and claims and hold Ngente Promotions, Inc. harmless from all claims and liabilities. Additionally, the applicant, agent, employee, or assignee shall not hold Ngente Promotions, Inc. or Show Venue or Show Location Staff or Management accountable for or liable in the case of fire, water, earthquake, hurricane, tropical storm, venue utility disruption and other acts of God or any accident or loss. **APPLICANT PAYMENT REQUIREMENTS (Non-refundable): Complete payment is required at time of application. Note: if your car or fashion line is not**

approved, you will receive an immediate full refund on your in the form of your original payment. Complete credit card information must include: account number and associated required information ie. Account

Number, Security Number (Back of Card), Complete Statement Billing Address (If different from address provided) and Authorized Signature. Booths will NOT be secured without all required information and/or payment. Balances for all fees are due 45 days prior to the event show date. If you pay by credit/debit card you agree to not dispute the charge against your credit card for the amount listed in your contract plus a \$20.00 processing fee. No Refunds. All Sales Are Final. A vendor who has submitted a Vendor Application with fee, but cancels (no matter what time) is not subject to receive a refund. By providing a required signature, you are authorizing the charge against your credit card for the requested deposit and balance. A late entry fee of \$20.00 will apply if final booth fees are not paid 45 days prior to the event date. Number of Participants: Ngente Promotions. makes no guarantee of participation, attendance or sales results. Ngente Promotions. reserves the right to change event venues & dates. Vendor Applicant agrees that event management has not predicted, nor quoted anticipated show attendance or sales expectations.

CANCELLATION: A vendor who has submitted a Vendor Application with fee, but cancels (no matter what time) is not subject to receive a refund. At the discretion of Ngente Promotions, Inc. booth fees can be transferred over to the next available event (if space is available) upon agreement from Ngente Promotions. Verbal cancellations are not accepted. Ngente Promotions reserves the right to cancel a VENDOR APPLICATION in the event of any violation of specific rules and regulations, WITHOUT REFUND.

A fee of \$40.00 will be assessed for returned checks.

VENDOR SET-UP/VENDOR MOVE-OUT INSTRUCTIONS: Instructions for vendor set-up and move-out will be emailed to you. Access to facility will begin February 20th at 4pm for event prep. Breakdown will begin February 22nd @7pm.

SALES TAX: (Where applicable) Sales Tax must be collected on all items sold. Vendors must have valid licenses prior to show and for payment of all applicable taxes and fees. Floor selling or soliciting is prohibited except from inside exhibitor booths.

VENDOR REGISTRATION: All vendor employees and authorized representatives must register and obtain an exhibitor badge before entering the show floor. Vendor Badges must be worn during show set-up and during all show hours. No exceptions.

NON-DISPARAGEMENT: Vendors shall not disparage Ngente Promotions or its employees. For the purpose of this section, "disparage" shall mean the making of any negative statement, whether written or oral. Vendors agree and acknowledge that this non-disparagement provision is a material term of this agreement. In the event that a Vendor breaches this section of this agreement, Ngente Promotions. will be entitled to liquidated damages in the amount of 25% of

the agreed upon total amount due for space rental as recompense for damage to Ngente Promotions reputation, standing, and loss of revenue.

ENTIRE AGREEMENT: This printed means of communication contains the entire agreement between the parties relating to the subject matter hereof. The parties have made no contracts, representations or guarantees relating to the subject matter hereof which are not included herein. Modifications of this contract will void the entire contract unless made in writing and signed by both parties.

MESSAGE THERAPISTS: Any massages, chair or otherwise, are only permitted by being a City or County licensed massage therapist whichever applies. The individual(s) performing the massage must have their appropriate license during the event. Any and all fines imposed by the authorities will be paid by the Exhibiting Company as listed in Vendor Application.

VENDOR RESPONSIBILITIES: Displays inside vendor booths must be attractive, neat, and orderly displayed during all show hours. Vendors shall not display products and or items for sale inside cardboard boxes. **VENDOR must** protect the show venue and property from damage done by the Vendor, its employees, staff and agents. Nothing may be tacked, taped, stapled or nailed in any way attached to facility property. Repair costs will be assumed by the exhibitor.

PROHIBITED: Balloons, Paint and Spray Cans. **FLAMMABLE MATERIALS:** No combustible decorations or drape materials shall be used inside show venue. All materials must be flame-retardant. As directed by the fire ordinance in all state and city municipalities. **EXCLUSIVITY:** Ngente Promotions. will provide exclusivity to all-home party plan and MLM companies based on information provided on exhibitor application ie. name of company, name brand being sold in vendor booth.

ARRANGEMENT OF VENDOR BOOTHS: Must be confined within the perimeter of booth space rented. Vendor personnel and or staff may NOT work the aisles. Back drops must not exceed 8 feet. Booth designs shall not interfere or obstruct with the exhibits of others. Vendors will not exceed or extend beyond the 8 foot depth of assigned booth space. No vendor exhibit shall lean or rest against an adjacent booth.

VENDOR ITEMS NOT COVERED HEREIN: Heritage Headquarters shall rule upon all matters or issues not covered herein regarding disputes, or problems which may arise pertaining to issues not specifically covered and/or agreed upon in the foregoing content of this contract, and such ruling, when made, shall be binding both on the VENDOR and Ngente Promotions.

VERBAL MARKETING: Verbal marketing extends beyond rented booth space is strictly prohibited.

SMOKING: Always prohibited.

TEAR DOWN. Vendors may not under any circumstances (except emergency) begin dismantling booths prior to the close of the show. Vendors must await the "OK" from show management that the public has 100% vacated the show venue in order to open any large overhead doors and OK the use of carts, wagons, power jacks etc.

ELECTRICAL. Vendor understands that each electrical outlet is limited up to 500 watts. It is advised to check electrical items being used to avoid any power outages. Vendors are responsible for all other supplies ie. Extension cords.

PARCELS/SHIPMENTS. It is advised that parcels & shipments arrive on Vendor Set-Up Day. Vendors are responsible for charges to hold, store or deliver to an exhibitor booth.

TWO PAGE VENDOR APPLICATION. Incomplete Vendor Applications will not be accepted. Vendor Application must be completed and signed.

I have read and agree to abide with all vendor terms.

Authorized Signature

Date Signed

