

Central Iowa's
Ultimate Wedding Show
 May 14th, 2017

Sunday, May 14, 2017 - 11:00 AM to 1:30 PM at Principal Park - 1 Line Drive, Des Moines, IA 50309

Company Name: _____
 Contact Name: _____ Phone: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Website: _____ E-mail: _____

Booth Options	Includes	Price	Please Select Desired Option
Silver	ONE high top table with black linen - 29"	\$250	Silver
Single	ONE 8ft banquet table or 60" round table with white linen and black skirt	\$450	Round or Banquet
Double	TWO 8ft banquet tables or 60" round tables with white linen and black skirt	\$800	___ Round ___ Banquet Please write quantity
Triple	THREE 8ft banquet tables or 60" round tables with white linen and black skirt	\$1,100	___ Round ___ Banquet Please write quantity
Diamond Sponsor	Location of choice during the wedding show. All advertising will include the Diamond sponsors logo for all wedding show materials	\$2500	Diamond Sponsor

EARLY BIRD DISCOUNT!

Send your completed contract in by December 16th, 2016 and receive \$50 off your booth space!

Video board Advertising during the show | \$50

Additional advertising during the show includes your logo rotating on the video board and TV's located in the concourse.

Enhancement Options: Please check all additional needs

___ Electricity - \$45 ___ Pipe & Drape Backdrop - \$100

Referral Discount: Receive \$50 off your booth space when you refer a NEW vendor!

Door Prize

Are you donating a door prize? (Y) (N) Prize Description: _____

Fashion Show

The fashion show will take place throughout the entire event. Mannequins will be placed on staging with exhibitors items near the main entrance. Vendors will receive \$100 off for participating in the fashion show.

Are you a formal wear vendor that would like to participate in our fashion show? If so, what would you like to contribute? _____

Select a Category (please circle one):

Accessories	Florist	Makeup	Travel
Bachelor(ette) Parties	Gifts/Registries	Officiant	Videographer
Caterer	Guest Accommodations	Party Rentals	Wedding Cakes/Dessert
Dance Lessons	Hairstylist	Photographer	Wedding Venue
Decor & Lighting	Health & Beauty	Transportation	Wine, Champagne, Etc.
DJ/Music	Jewelery	Tuxes/Men's Attire	Other: _____

Payment Option (please circle one): Check Cash Visa/Mastercard AMEX/Discover

Name on Card: _____

Credit Card Number: _____

Ex. Date: _____ CVC Code: _____ Zip Code: _____

By signing below, I agree to pay all vendor fees detailed in my circled selection(s) and understand that show fees are non-refundable. Participation is subject to full adherence to vendor guidelines. I understand that it is my responsibility to be aware of all applicable dates and deadlines. Principal Park staff, the Iowa Cubs, and Central Iowa's Ultimate Wedding Show is not responsible for injury, damages to goods, and lost or stolen property during this event.

Signature: _____ Date: _____

Printed Name: _____

Agreements can be mailed to KC Routos at 1 Line Drive Des Moines, IA 50309 or fax to 515.243.5152. For any show questions, please call 515.280.2651 or e-mail at kcr@iowacubs.com.

Please make **checks** out to Iowa Cubs.

General Information

Location: 1 Line Drive Des Moines, IA 50309

Move in hours: 8:30 AM - 10:30 AM (please contact KC Routs if additional time is needed)

Move out hours: 1:30 PM - 3:00 PM

*Carts are limited and may be used on first come, first served basis.

Show contact: KC Routs - Iowa Cubs/Ultime Wedding Show
(o) 515.280.2651
(c) 206.355.3641
E-mail: kcr@iowacubs.com
Website: <https://www.facebook.com/UltimeWeddingShowDSM>

Parking: Parking is free for vendors and attendees and there is plenty of it!

Wi-Fi: Wi-Fi services are not guaranteed. Please inquire if needed.

Dates & Dealines

It is the responsibility of the vendors to be aware of all deadlines and to ensure materials are handed in on time.

Show Ad Deadline: Any sponsorship or additional ads purchased by your company must be received no later than April 7th, 2017. Ads must be sent electronically in high resolution jpg. format to kcr@iowacubs.com.

Door Prize Entry Deadline: Items for inclusion in prize drawings must be received no later than May 5th, 2017 in order to have your additional listing included.

Information for Caterers

Catering companies wishing to provide samples at the Ultime Wedding Show must follow additional guidelines. Per the guidelines, you will be allowed to offer samples for guest between 11:00 AM and 1:30 PM on Sunday, May 14, 2017. Caterers will NOT be able to cook or prep on-site. The setup of samples is limited to portioning and display set up only.

What do I receive for my booth fee?

- Exposure to brides and grooms! Including their loved ones who come as guest.
- List of attendees who completed registration.
- Advertising including, but not limited to, the Ultime Wedding Show's website, Facebook page, and printed material for show.
- Access to one of the most unique shows in Central Iowa!!!!

Vendor Guidelines

1. An application and full booth payment is required to reserve your space.
2. Only one business allowed per booth space. Any booth subletting will be charged an additional booth rental.
3. The Ultimate Wedding Show reserves the right to refuse or allow any vendor participation.
4. All vendors must be set up and ready no later than 10:30 AM on event date.
5. Vendors who tear down before 1:30 PM on Sunday may be eliminated from future shows. The Ultimate Wedding Show will fine any vendor \$100.00 that moves out or commences to dismantle their booth before closing of the show. This is to uphold the quality of the show! The show will make adjustments to time frames if needed.
6. Vendors who do not show up forfeit their booth fee, space, and all show benefits.
7. Booth and ad fees are non-refundable.
8. Show management reserves the right to determine at what point sound from DJ's or other audio equipment is too loud and ask the vendor to adjust their volume accordingly. You will only be asked to turn down your system once before we ask you to turn it off.
9. Approved adhesives only. Please inquire about the use of tape(s), hooks, and other items that may involve the venue/building itself.
10. Stickers are not permitted.
11. It is your responsibility to remove your own trash before, during, and after the show. There will be green trash cans to do so around the stadium.
12. Principal Park is a smoke-free facility. Designated smoking areas are located outside of the building.
13. Be courteous to your neighbors and attendees at all times. Your staff can only do business from your booth space.
14. For conflicts during the show, please call KC Routos at (206) 355.3641.