

CRAFTS GOURMET VINTAGE GIFTS

Jingle Bell -MARKET-

www.jinglebellmarket.com

EXHIBITOR SPACE APPLICATION @the Florence Center

2020 Show Dates

Friday, November 20th
9am-7pm

Saturday, November 21st
9am-6pm

Sunday, November 22nd
11am-5pm

COMPANY

CONTACT _____ PHONE _____

MAIL ADDRESS _____ CITY _____ STATE/ZIP _____

WEBSITE _____ FB PAGE _____

EMAIL _____ SALES TAX# (Required) _____

CHECK ALL THAT APPLY

<input type="checkbox"/>	Apparel - Children's	<input type="checkbox"/>	Gifts - Women	<input type="checkbox"/>	Pet Supplies/Accessories
<input type="checkbox"/>	Apparel - Men's	<input type="checkbox"/>	Gourmet Foods	<input type="checkbox"/>	Pottery/Ceramics
<input type="checkbox"/>	Apparel - Women's	<input type="checkbox"/>	Holiday Decor	<input type="checkbox"/>	Quilting-Soft Goods
<input type="checkbox"/>	Beauty/Health	<input type="checkbox"/>	Jewelry - Costume	<input type="checkbox"/>	Shoes/Accessories
<input type="checkbox"/>	Candles	<input type="checkbox"/>	Jewelry - Handcrafted	<input type="checkbox"/>	Soaps/Spa Products
<input type="checkbox"/>	Direct Sell Company	<input type="checkbox"/>	Leather Goods	<input type="checkbox"/>	Sporting Accessories
<input type="checkbox"/>	Florals/Naturals	<input type="checkbox"/>	Metal Arts/Garden	<input type="checkbox"/>	Vineyards
<input type="checkbox"/>	Framed Art/Photography	<input type="checkbox"/>	Mobile Boutique	<input type="checkbox"/>	Vintage/Re-purposed - Furniture
<input type="checkbox"/>	General Gift	<input type="checkbox"/>	Onsite Engraving	<input type="checkbox"/>	Vintage/Re-purposed - Other
<input type="checkbox"/>	Gifts - Children	<input type="checkbox"/>	Onsite Monograming	<input type="checkbox"/>	Wood Products - Furniture
<input type="checkbox"/>	Gifts - Men	<input type="checkbox"/>	Other	<input type="checkbox"/>	Wood Products - Other

_____ Please upload (4) jpeg files of your product categories to be sold at Jingle Bell Market 2020.

_____ Please upload (4) jpeg files of your booth display. If you utilize grid wall, slat wall
or tents please send pictures of display.

_____ Send to manager@jinglebellmarket.com, in subject line include "Pictures from" and your company name

Please list three of the largest shows you were an exhibitor in 2019-2020.

1. _____

2. _____

3. _____

Mobile Boutiques will be located in the Arena area. Pricing for boutiques is \$45 per linear foot.
Please include the specs:

Height _____ Length (Tip to Tip) _____ Width _____

Specs of area needed for display on show floor. _____ Electricity needs _____

BOOTH LOCATION-Select by Section	BOOTH SIZE	COST	QUANTITY	Total
Jingle Bell Junction-Grand Ballroom-General Gift (First Floor)	10' x10'	\$450 INLINE		
Jingle Bell Junction-Grand Ballroom-General Gift (First Floor)	10' x10'	\$550 CORNER		
Holiday Market –Arena- Multi Booth exhibitors. Mobile boutiques, gift, décor, apparel, gourmet foods, vineyards.(First Floor)	10' x 10'	\$450 INLINE		
Holiday Market –Arena- Multi Booth exhibitors. Mobile boutiques, gift, décor, apparel, gourmet foods, vineyards.(First Floor)	10' x 10'	\$550 CORNER		
Gingerbread Craft Gallery- General Gift and Crafters (Second Floor)	8' x 10'	\$350 INLINE		
Gingerbread Craft Gallery- General Gift and Crafters (Second Floor)	8' x 10'	\$450 CORNER		

MULTI BOOTH DISCOUNT \$50 OFF EACH ADDITIONAL BOOTH PURCHASED.

UTILITY & ELECTRICAL ADDITIONAL SERVICES**** ELECTRICAL IS NOT INCLUDED IN BOOTH PRICE			
	Current Rates	After Nov 10	Quantity
Additional table 8' un-skirted	\$20	\$40	
Additional table 8' skirted	\$30	\$60	
Utilities-V110	\$45	\$90	
Utilities V220	\$120	\$240	
		Total	

Hold Harmless Agreement for Exhibitors: I have read all rules carefully and agree to abide by them.

I, _____, _____ (Title)

of _____ (Company)

Agree to hold harmless the Florence Center and Jingle Bell Market and its affiliates, associates, tenants, and committee members thereof, from any claim including, but not limited to injury to person, damage to property, loss by fire or any other cause, nor will I/we be a party to any law suit. This is a legal and binding Hold Harmless agreement.

Signature _____ Date _____
Signature confirms your understanding and confirmation of all show rules, procedures and policies as stated on application and Jingle Bell Market exhibitor website page.

**Jingle Bell Market Exhibitor
Rules & Regulations**

Each starred item below must be read and checked to submit application

The company or individual(s) identified on the front of these contracts hereby subscribes for an exhibit booth or space at The Jingle Bell Market Show (herein after "Show") to be held by The Florence Center on November 20-22, 2020.

Exhibitors shall adhere to the rules and regulations set forth herein, and conformance with such rules and regulations is understood to be part of this Contract. The signature of the Exhibitor, or its authorized representative, in the space on front of the contract indicates agreement with all of the provisions of this Contract by Exhibitor, including its owners, officers, employees, agents, representatives, and independent contractors. Each starred item below must be read and checked to submit application.

___ *1. Hours of Operation: The hours during which the Show is open shall be Friday, 9am–7pm, Saturday, 9am–6pm, and Sunday, 11am- 5pm for Jingle Bell Market 2020. Exhibitor shall staff its booth during all hours the Show is open to the public. To maintain the integrity of the show and accommodate shoppers, exhibitors shall not begin disassembling its exhibits until 5:01pm on Sunday at close of show. Exhibitors who do not comply with these provisions shall be assessed a surcharge in the amount of \$500.00.

___ *2. Exhibit/Booth Space: All displays are subject to approval by The Florence Center and it expressly reserves the right to reject any applicant for exhibit space. While best efforts will be made to accommodate Exhibitor's exhibit booth selection, The Florence Center reserves the right to assign, designate or change exhibit or booth location of all exhibitors to compliment merchandise displays and categories. All displays are to be constructed in the confines of the booth drapes and poles and not extended into the main aisles. To maintain the integrity of the show, only computer-generated pre-printed tabletop signage no larger than 5x7 is allowed on show floor or printed company banner.

___ *3. Operation of Exhibit Space: Excessive noise, bothersome lighting or other use of exhibit space by Exhibitor that interferes with the exhibition space used by others. Exhibitor's displays and advertising material shall not protrude into the aisles or otherwise interfere with the movement of visitors to the Show. Booth shall not exceed 8 feet in height without the approval of The Florence Center. The Exhibitor shall not block or interfere with the visibility of an adjoining Exhibitor.

___ *4. Security Services: The Florence Center will provide security services; the schedule will be included in Exhibitor Move In packet. Notwithstanding the above, Exhibitor shall not leave valuable

items or personal property unattended at the exhibit booth or space, and The Florence Center is not responsible for any losses.

___ *5. Services Not Provided: The Florence Center does not provide moving equipment, decoration, labor, carpenters, or storage for exhibit set up.

___ *6. Retail Sales Tax License: South Carolina Retail Sales tax number is required with application submission. Please contact South Carolina Department of Revenue (SCDOR). 803-898-5000 Arts/Crafts/Retail Sales. The SCDOR will be present during show set up to check exhibitor documentation. The Florence Center has already acquired necessary business licenses for the city and county municipalities.

___ *7. Food Product Exhibitors: All food products must be packaged, wrapped and sold for off-site consumption. Food products must be produced in a DHEC inspected facility. Any questions: DHEC regulations 803.898.3432. Please include a copy of your DHEC Certification

___ *8. Service Animals: NO animals are allowed in the Florence Center except service animals. Any animals accompanying exhibitors MUST be registered with Show Management. NO EXCEPTIONS!!

___ *9. Assignment Prohibited: Exhibitor shall not share, lease, sublet, assign, offer for use, or otherwise convey any portion of its exhibit space to any individual, partnership, corporation, company, firm or entity, without the prior written consent.

___ *10. Cancellation Policy: If Exhibitor is unable to participate in the Show, cancellation notification must be received in writing (email or mail). Exhibitor may be entitled to a refund based on the following schedule: Notice in writing is required and must be received by **August 1, 2020**. There will be no refunds after **August 1, 2020**.

___ *11. Payment: Payment for Exhibitor's space must be in compliance with terms shown on the booth space contract. Deposit must be received as specified within timeframe to process exhibitor reservation.

- **Deposit of 50% is required within 10 business days of invoice date.**
- **No booth location assignment will be made without receipt of 50% deposit.**
- **Final payments are due on October 16, 2020. Any exceptions to these payment terms must be approved by The Florence Center Finance Director.**

Please send all correspondence to: manager@jinglebellmarket.com

*Mail address: The Florence Center, Attn: Jingle Bell Market, 3300 West Radio Road, Florence, SC 29501
Office number: 843.679.9417*

COMMENTS/REQUESTS: