



EVENT VENDOR CONTRACT OVERVIEW

Vendor agrees to enter into this contract with Real Women Real Life for the 2018 Transformed Conference held March 15, 16 and 17, 2018 at the Radisson Paper Valley Hotel in Appleton.

The contract agreement is based on the following provisions:

1. One Business per contract. To submit a vendor request please fill out this form:
<https://goo.gl/forms/bAtPRbqewijDCV8V2>
2. By signing this contract, the vendor is committed to all 3 days of conference: Thursday set up from 1 p.m. to 3 p.m., and Friday and Saturday during listed vendor times (Conference schedule will be released in February). Please contact Nicole Campbell at rwrlvendor@gmail.com or call at 608-434-3317, if other set up arrangements need to be made.
3. This contract is for **one** skirted 8-foot table for \$50.00. A \$25.00 non-refundable deposit will be held in the event of cancellation prior to February 15, 2018. The entire deposit will be forfeited if cancelled after February 15, 2018.
4. An extra table in addition to contract, depending on availability: \$25.00
5. Electricity in addition to table cost: \$25.00 (based on availability)
6. No tables outside contracted table are allowed.
7. We ask each vendor to provide a door prize that will be given out during opening sessions.
8. Vendor Room will be closed and locked during main sessions. Real Women Real Life and Radisson Paper Valley Hotel are not responsible for lost or stolen items. Vendors may break down their tables after the lunch break on Saturday and must be out of the Vendor Room by 3 p.m.
9. Under no circumstances is the Real Women Real Life logo or SIL logo to be represented or used by any vendor business.
10. Hotel reservation is separate from vendor registration at \$107.00 for 1-4 people per room. Please call the Radisson Paper Valley Hotel to make a reservation at 800-242-3499 and mention Real Women Real Life Transformed Conference for the above rate.
11. The Real Women Real Life Fire Conference is not included in the vendor registration. However, this year we are offering a discounted rate of \$50 for vendors who wish to register for conference. If you decide to take advantage of this, please ask me for the coupon code then visit realwomenreallife.org to register.
12. Vendor is responsible for any and all incidental costs in addition to contracted amount.