

ALABAMA STATE MISSIONARY BAPTIST CONVENTION, Inc.

Exhibitor Guidelines and Application
Elizabeth Baptist Church, Host
Dr. Vernon Swift, Pastor
P.O. Box 2792, Tuscaloosa, AL 35403
Phone: (205)752-7320 Fax: (205) 752-2967

EXHIBITOR SCHEDULE

Set-up for Exhibitors.....Monday, November 15, 2010 1:00 p.m. – 9:00 p.m.
Exhibition Dates.....Monday – Friday, November 15 – 19, 2010, 9:00 a.m. – 8:00 p.m.
Exhibit Dismantling.....Friday, November 19, 2010, complete by 10:00 a.m.

Terms and Conditions for Exhibiting at the Alabama State Missionary Baptist Convention Inc., hosted by Elizabeth Baptist Church.

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- 1. Basic Time Information:** The Alabama State Missionary Baptist Convention Inc., will be held November 15-19, 2010. The exhibition times are Monday – Friday 9:00 a.m. – 8:00 p.m.
 - 2. Booth Reservation:** To reserve a space to exhibit at the convention, a signed agreement, full payment must be received. Partial payments will not guarantee booth space. Upon approval, your full payment will hold your space.
 - 3. Payments:** Checks and money orders are acceptable forms of payment. Do not send cash payments. Payments received must be postmarked by October 1, 2010. Payments received are non-refundable and non-transferable. Make check or money order payment to Elizabeth Baptist Church. All checks returned due to insufficient funds will be charged \$50.00 in insufficient funds fee, in addition to any fees charged by the banking institution. Do not send partial payments.
 - 4. Exhibit Space:** An 8x10' booth with a draped table cloth, two chairs, table tent, and booth number will be provided.
 - 5. Alabama State Missionary Baptist Convention Inc.:** Is designed to be an orderly and controlled event and its purpose is to present a serious business like atmosphere for promotion of the exhibitor's products. Elizabeth Baptist Church shall have the right to restrict, alter, or close any exhibit because of noise, odors, method of operation, or any other reason, or is out of keeping with the character of the Alabama State Missionary Baptist Convention Inc. No refund shall be offered under such circumstances. Cooking or selling of food is prohibited.
 - 6. Service Contracts and Freight Handling:** All cost of shipping, cartage, and handling shall be borne by exhibitor. Exhibitors agree to ship at their own risk. The exhibit facility has no facilities for receiving and storing materials prior to the opening of the convention.

Name of Company
or
Organization: _____

Address: _____

City _____ **State** _____ **Zip** _____

Phones: Home _____

Office _____

Cell _____

E-mail
Address: _____

Number of Booth Spaces: _____

Amount Paid: \$ _____

Signature: _____ **Date:** ____/____/____

Method of Payment: Money Order _____ Check _____
(Please check one)

Product you are
Selling: _____

