

THE BARN AT NAPPANEE

Our

proudly presents

INAUGURAL



Bridal Expo

FEBRUARY 27, 2021

Exhibitor Information

Thank you for your interest in an exhibit at our event! We are looking forward to working with you at our Expo and at future weddings here at The Barns!

Purchasing an Exhibit at The Barns at Nappanee Bridal Expo will:

- Reach potential customers - engaged brides, grooms, families, wedding attendants, and other parties interested in industry services.
- Showcase your company, products and services.
- Connect with qualified attendees one-on-one.
- Receive the leads list (name, address and email) of all brides who register at the event within one week of the event's end.
- Introduce, demonstrate and provide samples of your products or services and highlight features and benefits to your best potential customers.

Note:

- *We try to limit no more than five (5) exhibitors in the same field.*
- *Each bride is eligible for prize drawings and will receive a gift upon registration.*

Categories:

We will try to limit no more than five (5) exhibitors in the same field. Once a category (such as photography) has been filled, additional exhibitors will be put on a wait list. Please categorize your business in the classification section on the application using only one (1) of the following:

- Beauty/Salon/Spa
- Bridal Gowns
- Floral
- Honeymoon & Travel
- Invitations & Gifts
- Limousine
- Music
- Photographer
- Tuxedos
- Wedding Cakes/Desserts
- Videographer

Fees, Cancellation & Refunds

Application Process & Fees:

- **Applications** are accepted by The Barns at Nappanee Staff on a first-come first-served basis! Once at capacity, a wait-list will be kept.
- **Registration** can be done online at www.weddingsatthebarnsatnappanee.com
- **Booth Fees:** Please refer to the attached registration application.
- **Completed Application & Booth Fee** are due January 27th, 2021. *Note the increased exhibitor booth fee if your registration should reach us after January 27th, 2021.*

Cancellation & Refunds:

- **Cancellation:** All exhibitor fees are NONREFUNDABLE in the event that cancellation is not received before February 13th, 2021.
- **Refunds:** Refunds will be given if requests are received before February 12th, 2021 AND another exhibitor fills the refunded booth space.
- **Show cancellation or rescheduling:** Exhibitors will be notified as soon as possible if the event is cancelled or rescheduled. The exhibitor will be eligible for a full refund or the reservation and payment will be valid for the new date as determined by The Barns at Nappanee.

Expo Rules and Information

- **Expo Hours:** Saturday, February 27th – 10:00 AM to 4:00 PM (special VIB hour beginning at 10 AM, open to general admission beginning at 11 AM). Exhibitors are expected to staff their booths throughout the entire show.
- **Move-in:** Friday, February 26th – 12 noon to 6 PM. All exhibitors are expected to be completely set up by 10:00 AM on Saturday. Arrival for move-in after 10:00 AM will not be allowed and you will not be eligible for a refund.
- **Move-out:** Saturday, February 27th, from 4:00 pm to 6:30 pm. All items must be removed within this time period.
- **Electricity:** Standard electricity is available in booth spaces. Each 110V outlet is an additional \$20.00. If you want electricity, please indicate this on your application. Please request all electrical needs at least one month ahead of time.
- **Door Prizes:** Exhibitors are asked to donate (at least) one item/gift/service for a door prize. All door prizes will be drawn at the show registration table. Individual contests will not be allowed at an exhibitor's booth. Please check-in with your door prize then you may display the door prize at your booth. The winning bride will bring a winner confirmation paper to your booth to obtain the door prize directly from you.
- **Lead List:** Exhibitor will receive a show lead list that will be emailed within one week after the show to the email address provided on the application. The list will include each bride's name and complete mailing address and email, if provided.
- **Display:** Exhibitors must bring displays, stands, etc. Please feel free to exhibit samples, photos, pamphlets, business cards, literature or any other appropriate items needed to best showcase your business. Exhibitors should keep in mind that displays may not block side or any view of other exhibitors.
- **Banners:** These may be attached or displayed in front of your table or on "S" hooks hung from the pipe & drape. (Banners or signs may not be hung on the drapes, walls or ceiling.)
- **Payments:** All payments in the form of check, money order or cashier's check shall be made payable to The Barns at Nappanee. We also accept MasterCard and Visa. Payments will be processed immediately. ALL RETURNED CHECKS are subject to a minimum fee of \$35.00.