MEACHOOPS.COM
VENDOR SHOWCASE
2013 MEAC BASKETBALL TOURNAMENT
VENDOR APPLICATION / CONTRACT
MARCH 11-16, 2013
(Form must be completed in its entirety for eligibility)

APPLICATIONS WILL NOT BE ACCEPTED AFTER FRIDAY, MARCH 1, 2013

FEDERAL TAX IDENTIFICATION NUMBER: _____

VENDOR/EXHIBITOR REQUEST FORM:

_____

Last Name First Name M.I.

_____

Company Name

_____

Mailing Address City State Zip Code

_____

Daytime Telephone Number Evening Telephone Number

_____

Email Address

DESCRIPTION OF VENDING/EXHIBITION: _____

Booth Selection*

$ 950	(5' x 8' Booth Size)	____
$ 1860	(5' x 16' Booth Size)	____
$ 2810	(5' x 24' Booth Size)	____

* Booths will be assigned on a first come first served basis at the sole discretion of the Mid-Eastern Athletic Conference. When we receive your booth registration along with payment, you will be sent a vendors' confirmation packet that will include ordering instructions additional services and equipment along with parking and load-in instructions. Your booth assignment will be given to you upon your arrival at the Norfolk Scope Arena for load-in.

MEAC VENDOR / EXHIBITOR CONDITIONS:

1. Exhibition must be set-up each day no later than one (1) hour before doors open for the event. If the exhibition is not set-up at the time doors are open for the event, then the ability to vend/exhibit will be at the sole discretion of the Licensor.

2. Licensor is not responsible for tables, storage, set-up, clean-up, or other local fees assessed on site.

3. Vending/Exhibition spaces will be assigned at the sole discretion of the Licensor.

4. Vendor/Exhibition represents that it has secured appropriate licenses/clearances for reproduction, resale, and distribution of any name mark, or likeness that is offered for resale.

5. Vendor/Exhibitor represents it has liability insurance and has added the MEAC as additional insured. Please provide insurance company information below along with submitting a copy of the policy.

_____

_____

VENDOR/EXHIBITORS FEE:

Quantity

$ 950	(5' x 8' Booth Size)	____
$ 1860	(5' x 16' Booth Size)	____
$ 2810	(5' x 24' Booth Size)	____

Additional Items that may be needed:

____ $ 150.00 per day / per line – Phone Line (Price subject to change)
*An additional $150 will be added / per line after the deadline

____ $ 300.00 per day / per line – High Speed Internet (Price subject to change)
*An additional $200 will be added / per line after the deadline

_____Grand Total
*space is for five (6) days – Monday, Tuesday, Wednesday, Thursday, Friday, and Saturday in the Norfolk Scope Arena

SET-UP SOURCE:
VENDOR/EXHIBITOR space per exhibitor allotment will be in as stated above. Some areas may be larger or smaller. However, if additional space or fixtures are needed, the Vendor/Exhibitor may be charged an additional fee. This fee may vary from one vendor to another dependent upon your needs. Space will be allocated on a first-come, first-served basis based on when your contract along with full payment is received.

PAYMENT DUE WITH CONTRACT:
This agreement must be signed by the Vendor/Exhibitor with accompanying fees and returned to the MEAC Office not later than ***FRIDAY, MARCH 1, 2013***. A signed copy of this agreement will be returned to your within (5) business days upon receipt of payment along with confirmation for your vending space.

CREDIT CARD PAYMENTS:

Name on Card: _____ Card #:_____ Exp Date: _____

Address: _____

Signature: _____

IMPORTANT:

PAYMENTS ARE ***NON-REFUNDABLE*** AND PAYMENT RECEIVED AFTER ***FRIDAY, MARCH 1, 2013*** WILL BE RETURNED NON-PROCESSED.

The Mid-Eastern Athletic Conference retains all rights to its name(s), word marks, and logos. Vendors wishing to purchase a rights fee to sell MEAC (names(s), word marks, or logos) merchandise **must** submit a Five Hundred Dollar ($500) rights fee to the MEAC Office. All merchandise baring the MEAC Logo must be on product produced by the Russell Athletic Corporation. That information will be provided to you in the confirmation packet upon receipt of agreement.

GOVERNING LAW:

This agreement shall be constituted and enforced in accordance with the laws of the state of Virginia.

_____ _____

VENDOR/EXHIBITOR SIGNATURE/TITLE REP. MEAC SIGNATURE/TITLE

_____ _____

DATE DATE

MAIL CONTRACT AND PAYMENT TO:

ATTN: Mid-Eastern Athletic Conference
Attn: Vendor Application
2730 Ellsmere Ave
Norfolk, VA 23513
757.951.2055 - Phone
757.951.2078 - Fax

MAKE PAYABLE TO:

MEAC BASKETBALL TOURANMENT
(Certified Check or Money Order Only)
*Cash / Personal Checks will not be accepted