

OMAHA BEAD AFFAIR 2019—April 13 & 14th

LaVista Community Center
8116 Park View Blvd, LaVista NE 68128

Set-Up Hours:

- Friday, April 12, 4:30-9pm
- Saturday, April 13, 8-10am
- Sunday, April 14, 8-10am

Show Hours:

- Saturday, April 13, 10am-5pm
- Sunday, April 14, 10am-4pm

Tear Down: Sunday, April 14, 4:01-7pm

Cost:

- 10x10 space-\$130
- Corner 10x10 spaces-\$165
- 8' artist table only-\$85
- Extra 8 foot table \$10

Deadline: February 15th, 2019, postmarked for early bird discount. April 1, 2019, postmark for regular registration. Cancellation date is March 15, 2019—for full refund, minus a \$15 handling fee to cover money transfer fees.

Sponsoring Groups: The Omaha Beady Bunch and the Midwest Lampworkers Guild

Contact: OmahaBeadAffair@gmail.com

All vendors agree to the following:

1. Vendor products must apply to jewelry making and/or beadwork or crafting supplies. Any finished work for sale must be **handmade**.
2. Vendor spaces will be assigned by the Bead Affair Committee and is based on receipt of contract and payment as well as availability.
3. Vendors may not lease, sublet or share any portion of their contracted space without express written permission from the Bead Affair Committee.
4. Vendor space will be available for setup Friday, April 12, 4:30-9, and Saturday, April 13, 8am. All vendors must have their booth set up and ready for business by 10am Saturday morning.
5. All vendors are responsible for their own booth set up and removal.
6. Vendors may not extend their selling area beyond their contracted space.
7. Vendor booths must be safe, neat, clean and professional looking at all times. All vendors and their agents must conduct themselves with the highest level of professionalism at all times.
8. All pertinent Fire Codes, laws, ordinances and regulations pertaining to health, fire prevention and public safety shall be strictly obeyed. All table coverings must be of flame retardant

material. All power cords along with any machinery or lamps must be UL approved. All burning of candles or incense is prohibited by the Nebraska State Fire Marshall.

9. Vendors cannot leave any damage, marks or blemishes whether permanent or temporary on the property or the rental tables. No stapling, gluing, etc., to any tables, walls or floors.
10. Vendors are expected to maintain their space until close of the show Sunday 4pm.
11. The use of any item obtained from threatened or endangered species, either plant or animal, is prohibited.
12. All Vendors will be required to have any and all business licenses and other permits that are needed for his/her operation. Vendor is responsible for paying LaVista and Nebraska sales taxes in the amount of 7.5%.
13. Vendors will be responsible for the protection and security of their own property. Insurance is the sole responsibility of the Vendor. The sponsoring groups and the City of LaVista assume no risk; and by the acceptance of this agreement, the Vendor releases these groups of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said space by the Vendor and agrees to hold and save these groups harmless of any loss or damage by any reason thereof.
14. Electricity will be made available to those Vendors who request it on the Registration form. Vendors must bring their own power cords and are responsible for the safe placement of their electrical cords and connections so as not to create any trip hazards.
15. All Show fees are to be paid in full along with the signed contract.
16. Deadlines for contract and payment are February 15, 2019, postmark for early bird discount; and April 1, 2019, postmark for regular registration. Registrations after April 1 will be \$25 extra pending availability of space.
17. Vendor may cancel with no penalty up to March 15, 2019, minus a \$15 handling fee. If Vendor cancels after that date or does not attend the show for any reason, Vendor forfeits all fees paid and contract is null and void.
18. In the event of a natural disaster or act of God that prevents the show from occurring, booth fees will be transferred to a future Bead Affair.
19. The Bead Affair Committee reserves the right to demand any vendor to leave if they are infringing upon another vendor's space or causing trouble in general for the show, the customers or the sponsoring groups. The Bead Affair Committee makes the final decision in all disputes.
20. Upon closing of the Bead Affair, Vendors will have removed their property and vacated the premises no later than 7pm Sunday, April 14, 2019, without damage to the premises.

OMAHA BEAD AFFAIR 2019

Company Name _____

Contact Name _____

Description of Products _____

Email Address _____

Website _____

Street Address _____

City _____ State _____ Zip _____

Phone # _____ Alternate Phone # _____

Nebraska Sales Tax # _____

BOOTH INFORMATION & FEES

_____ 10x10 Corner (one 8' table included) \$165 (Early Bird Discount to Feb 15: \$135)

_____ 10x10 Booth (one 8' table included) \$130 (Early Bird Discount to Feb 15: \$105)

_____ Artist Table (one 8' table only) \$85 (Early Bird Discount to Feb 15: \$70)

_____ EARLY BIRD SPECIAL: Send in completed registration and all fees by February 15, 2019

_____ Mark here if you **do not want** us to provide any tables for you

_____ \$25 LATE FEE for Registrations after April 1, 2019

TABLE & CHAIR INFORMATION & FEES

_____ Additional 8' tables--\$10 each—maximum of one (1) extra table per booth

_____ Chairs (no charge)

ELECTRICITY (no charge): _____ No _____ Yes

_____ **TOTAL AMOUNT DUE**

I have read, understood, and I agree with all of the information held in this three-page contract. I understand that my signature acknowledges my acceptance of this contract and all of the provisions here within.

SIGNATURE _____ DATE _____

PRINT YOUR NAME _____

Please pay electronically at <HTTPS://paypal.me/OmahaBeadAffair> or make checks payable to Omaha Bead Affair on the check. Send this signed form via email to OmahaBeadAffair@gmail.com, if paying by check mail to Julie Paul, Attn: OBA, 3432 Faye Drive Bellevue NE 68123. Please make a copy of this form for your records.