



Vendor Form

Charlotte Harbor Event and Conference Center
 2nd Annual Florida in Full Bloom – Plant & Garden Expo
 Saturday June 12, 2010 9:00 a.m.- 4:00 p.m.
 Sunday June 13, 2010 10:00 a.m. – 3:00 p.m.

Vendor Information (please print or type)

Contact Name	
Vendor Name	
Mailing Address	
City, State, Zip	
Phone (business/cell)	
Fax	
E-Mail Address	
Type of Product/ Merchandise	

Booth Information: (please select by placing an "X" in the appropriate box)

<input type="checkbox"/>	INSIDE Single Booth (10'x10') * includes 1 table/2chairs	\$130.00	<input type="checkbox"/>	INSIDE Double Booth (20'x20') * includes 2 tables/4chairs	\$260.00
<input type="checkbox"/>	OUTSIDE PAVEMENT Space (18'x18')	\$75.00	<input type="checkbox"/>	110V Electric per Booth *NOT AVAILABLE OUTSIDE	\$20.00
<input type="checkbox"/>	Yes, I am interested in being a guest speaker. Topic:		<input type="checkbox"/>	Yes, I will need water access	N/C

Any requests should be written below. Please note that not all requests can be honored. Booth location and electric hook-up will be based upon confirmed payments and is on a first come, first-serve basis. All **OUTDOOR** vendors are required to bring their own tents/awnings, tables, and chairs. All vendors are responsible for the cleanup of their location. **Load in** (loading dock/west side of building): Friday June 11th noon – 5:00 p.m. and/or Saturday June 12th 7:00 a.m.-9:00 a.m. **Load out**: Sunday June 13th 3:00 p.m.- 6:00 p.m. **The Center does not provide extension cords/hand trucks etc.**

Payment Information

We accept MasterCard, VISA, checks, cash or money orders. Please make your check or money order payable to Charlotte Harbor Event and Conference Center (CHECC). Full payment is due with completed application and must be received no later than June 6th. Incomplete application forms or those without payment will not be processed. Please mail completed application and payment to:

Charlotte Harbor Event and Conference Center
 75 Taylor Street
 Punta Gorda, Florida 33950
 Fax: 941.833.5451

Cancellation Policy

Florida in Full Bloom – Plant & Garden Expo will take place rain or shine. No refunds will be given for any reason unless event is cancelled by CHECC Management.

Acknowledgement Information

Authorized Signature(s)	Date
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For More Information

Contact the Charlotte Harbor Event and Conference Center at 941.833.5444