

# BATON ROUGE NATURAL HAIR EXPO

Hi There!

Thank you for your interest in the 5th Annual Baton Rouge Natural Hair Expo! We are truly excited to have an event where the Natural Community and LOC Lovers can truly be celebrated. Our goal always is to offer a fun, educational, and social environment that not only celebrates the Natural Community, but also celebrates the LOC'd community and culture as well. As this is the 5th Annual BRNHE, our goal is to have approximately 500 attendees. We generally have approx. 300 - 350 purchasing consumers. If we exceed 500 attendees, we will adjust to accommodate the extra attendees. Although this is our 5th Expo, this is our 8th hair event in Baton Rouge and surrounding areas.

The BRNHE will be held on Saturday, Nov. 16, 2019 from 11 a.m. to 5 p.m. The venue will be the Belle of Baton Rouge Hotel. We are looking forward to partnering with you and your brand. Our vendors are very important to us, as our vendors help in making the event a success. You will find additional information below regarding becoming a member, of our 5th Annual Baton Rouge Natural Hair Expo family. Again, we look forward to partnering with you.

Naturally Yours,

*Kiera Robins & Michelle Vicks*

@BRNHE @BatonRougeNaturalHairExpo

BRNHE Founders

## Vending Info

Your application can be filled out online at: [www.batonrougenaturalhairexpo.com](http://www.batonrougenaturalhairexpo.com) or you can fill out the application included in this packet and mail/scan & email it to [batonrougenaturalhairexpo@gmail.com](mailto:batonrougenaturalhairexpo@gmail.com). The electronic application is a binding agreement. Once you submit your application and make your payment, you are stating that you agree to the above and following terms:

- Vendors are required to be present at the Belle of Baton Rouge on Saturday, Nov. 16, 2019 to set up for the Baton Rouge Natural Hair Expo from 9 a.m to 10:45 a.m.
- Vendors shall not vend nor promote any goods or services other than those listed/described on your application without the written approval of the event organizers.
- Vendors shall only sell and promote their good/services in the confines of your vending space.
- Vendors shall keep their area clean and neat.
- Vendors will have access to the location for approximately 1 hour after the event to dismantle and to pack up all of your belongings.
- Vendors shall hold harmless the the Baton Rouge Natural Hair Expo, it's organizers/founders, the Belle of Baton Rouge Hotel, and any affiliates against and from any loss or damages as a result of the BRNHE, including damage to personal property, the vendor, the vendor's staff, or guests. The Baton Rouge Natural Hair Expo, it's organizers/founders, the Belle of Baton Rouge Hotel, and any affiliates will not be liable for damage done in your booth such as malpractice, or any loss of exhibitor's property through fire, theft, accident or any other cause.
- Vendor waives, releases, discharges, and covenants not to sue Kiera Robins nor Michelle Vicks, Baton Rouge Natural Hair Expo, the Belle of Baton Rouge Hotel, affiliates, sponsors, members, organizers, nor other representatives or their successor and assigns for injuries or damages of any kind suffered as a result of this event or any related activities. In the event that there are any damages, of the property, the vendor is solely responsible to return the property to its original state.
- Vendors shall have a representative present at all times at their booth.

- Vendor agrees to market their presence as a vendor at the event via the current means of business promotion, including the internet(i.e. facebook, Instagram, Twitter, etc...)
- Vendor agrees to grant the Baton Rouge Natural Hair Expo and it's organizers to use all names, photographs, video, audio, or quotation in accounts or promotions for the purpose of promoting the event now and in the future.
- Vendor agrees not to assign this contract or sublet all or any part of booth space w/o written consent form the organizer.
- **All payments received are Final and are non-transferable/non-refundable.**
- Vendors placement is permanent.
- The BRNHE reserves the right to cancel this event at any time prior to the date of the event. Refunds are only granted if the event is canceled by the BRNHE. Payments are non refundable and non-transferable.
- Should you need to mail anything to the venue, please email us at [batonrougenaturalhairexpo@gmail.com](mailto:batonrougenaturalhairexpo@gmail.com) ahead of time.
- Vendors shall be subject to State Sales Tax in accordance with the Louisiana Revenue Dept. ( a state/local sale tax assessor will/may be on site to collect appropriate sales tax and/or sales tax information.

As a reminder, your online application is a binding agreement and by submitting the application and remitting your payment, you are agreeing to the terms listed above.

### Event Vendor Concession Contract

The parties to this contract are Happi 2B Natural, LLC (hereafter "Host") and \_\_\_\_\_(Responsible Party's Name).

Whereas, Host is hosting the event known as Baton Rouge Natural Hair Expo 2019 to occur **SATURDAY, NOVEMBER 16, 2019** beginning a **11 a.m.** to **5:00pm**, and has the right to license concessions to vend at and during the Event location the **Belle of Baton Rouge Hotel**.

#### **As A Vendor You Get:**

Standard 8 X 10 Booth

6 Foot Table

2 - Chairs

2 - Wristbands (additional will have to be purchased)

2 - Social Media Mentions

Your Brand Name listed on the BRNHE Site

**You May Bring:**

1 - Retractable Banner (must stay in the confines of your own space)

Additional Table Upon Approval

No Sharing Vendor Booths

**Early Bird Vendor Fee: \$165 (plus paypal fees) - All Sales are FINAL, Non-Transferable, & Non-Refundable - Must be paid in full by 05/14/2019.**

**Regular Vending Fees**

**Early Bird - \$165 ----- Ends May 14, 2019**

**Standard - \$200 ----- Begins May 15, 2019**

**Late Fee - \$ 245 ----- Begins September 1, 2019**

Exhibitor/Vendor Application Form

Contact Name/Title: \_\_\_\_\_

Business Name/Title: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip : \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**I WILL VEND THE FOLLOWING GOODS/SERVICES:**

Only the items approved will be allowed to be sold at the event.

\_\_\_\_\_  
\_\_\_\_\_

**I understand that, if I vend any other items other than what I have stated and what's been approved that I will be asked to leave the event without a refund of my vendors' fees. Signature: \_\_\_\_\_ Date**

\_\_\_\_\_

**Your signature above validates this agreement.**

For questions or additional information, please contact:

**Venue, Vendor, and/or Sponsor Info**

Michelle Vicks - 225-229-5125

Kiera Robins - batonrougenaturalhairexp@gmail.com